



PURCHASE REQUEST

Dept./Office: **DQA**PR #: **STF-2021-02-00042**Date: **02-26-2021**Section/End-User: **Pamela P. Oraño**Category: **toner**Funding Source: **Special Trust Fund**Project Title/Code: **ODQA-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Kyocera, Ecosys M8124CIDN Toner TK 8113 C	pc	2	8,550.00		17,100.00
2	Kyocera, Ecosys M8124CIDN Toner TK 8113 M	pc	2	8,550.00		17,100.00
3	Kyocera, Ecosys M8124CIDN Toner TK 8113 Y	pc	5	8,550.00		42,750.00
TOTAL						76,950.00

Purpose: for office use

Checked by:		Funds Available: <i>TF-CD</i>	
<i>[Signature]</i> TWG - toner		<i>[Signature]</i> MYRNA S. PANCITO HEAD, BUDGET OFFICE	

Signature:	Requested by: <i>[Signature]</i>	Noted by: <i>[Signature]</i>	Approved by: <i>[Signature]</i>
Printed Name:	PAMELA P. ORAÑO	EDITHA G. CAGASAN	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU