



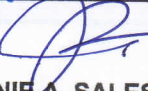




## PURCHASE REQUEST

Dept./Office: **CAC**PR #: **STF-2021-10-01313**Date: **10-13-2021**Section/End-User: **Jude Nonie A. Sales**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **OHCAC-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>ID Jacket, plastic, vertical, 9cm x 5.5cm, w/ clip (50pcs/box)</b>	box	1	1,250.00		1,250.00
2	<b>Ready-Made Curtain (RMC), Cream color</b>	pc	6	450.00		2,700.00
<b>Specification:</b>  Dimension: 60"x84"  Color: Cream/Beige  Fabric Material: Synthetic Fabric or any light material which allows air and light to pass through  Design: Plain, most importantly -- NO Flowers and Lace						
3	<b>Ready-Made Curtain (RMC), White Color</b>	pc	6	450.00		2,700.00
<b>Specification:</b>  Dimension: 60"x84"  Color: White  Fabric Material: Synthetic Fabric or any light material which allows air and light to pass through  Design: Plain, most importantly -- NO Flowers and Lace						
4	<b>Tape, Masking, 1" x 25 yards</b>	rolls	10	48.00		480.00
5	<b>Tape, Masking, 2" x 25 yards</b>	rolls	10	95.00		950.00
6	<b>Tape, Packaging, 2" x 100 yards, Tan</b>	rolls	10	55.00		550.00
7	<b>Tape, Transparent, 24mm x 50m</b>	rolls	10	120.00		1,200.00
8	<b>Thumb Tacks, Small Box</b>	boxes	10	12.00		120.00
9	<b>Water Color, at least 16 colors, AP certified non-toxic, w/ mixing tray and brush</b>	sets	5	712.00		3,560.00
10	<b>Whiteboard, Wall Mount, 2' x 3', w/ aluminum frame</b>	pcs	1	880.00		880.00
<b>TOTAL</b>						<b>14,390.00</b>

Purpose: For office use

Checked by:  <b>DOREEN B. ALBA</b>		Funds Available:  <b>ALICIA M. FLORES</b>	
TWG - Office Supplies		HEAD, BUDGET OFFICE	
Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	<b>JUDE NONIE A. SALES</b>	<b>JUDE NONIE A. SALES</b>	<b>EDGARDO E. TULIN</b>
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU