



PURCHASE REQUEST

Dept./Office: **DFST**PR #: **STF-2021-04-00105**Date: **04-05-2021**Section/End-User: **Pearl P. Vistal**Category: **Labor Services**Funding Source: **Special Trust Fund**Project Title/Code: **DFST -2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Repair of Aircon	unit	3	1,000.00		3,000.00
Specification:						
Scope: Repair of leaking air-conditioning unit						
TOTAL						3,000.00
Purpose: Repair leaking aircon units at the Food Testing Laboratory. Urgent request.						
Checked by:				Funds Available:		
 MARLON G. BURLAS				 MYRNA S. PANCITO		
TWG - Labor Services				HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:			Approved by:	
	 PEARL P. VISTAL	 LORINA A. GALVEZ			 EDGARDO E. TULIN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	