



44 1697  
19/13

## PURCHASE REQUEST

Dept./Office: **OP**PR #: **GF-2021-10-01299**Date: **10-13-2021**Section/End-User: **Les Andre B. Pamaos**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **OP-2021**

| Item #       | Item Description                                                                                                                                         | Unit | Qty | Unit Cost | PAR/ICS | Total Cost      |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----|-----------|---------|-----------------|
| 1            | Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole | pcs  | 1   | 1,500.00  |         | 1,500.00        |
| <b>TOTAL</b> |                                                                                                                                                          |      |     |           |         | <b>1,500.00</b> |

Purpose: Office use

Checked by:

  
**ALICIA M. FLORES**

TWG - Office Supplies

Funds Available:

  
**ALICIA M. FLORES**

HEAD, BUDGET OFFICE

Signature:

Printed Name:

**LES ANDRE B. PAMAOS**

Designation:

**END USER**

Noted by:

  
**ALLEN GLENNIE P. LAMBERT**
**UNIT HEAD, PROJECT LEADER**

Approved by:

  
**EDGARDO E. TULIN**
**PRESIDENT, VSU**