



## PURCHASE REQUEST

Dept./Office: **PRCRTC**PR #: **GF-2021-06-00324**Date: **06-10-2021**Section/End-User: **Lisa I. Arce**Category: **Office Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **VSU-IP-2021-1**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Laminator Machine, A3	unit	1	2,800.00		2,800.00

**Specification:**

Heavy Duty, for A3 &amp; A4 size, infrared heating system and adjustable temperature control with overheating protection

	<b>TOTAL</b>					<b>2,800.00</b>
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Purpose: project use

Checked by:

  
**NORMAN O. VILLAS**

Funds Available:

  
**MYRNA S. PANCITO**

TWG - Office Equipment

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

Noted by:

Approved by:

  
**LISA I. ARCE**
  
**LISA I. ARCE**
  
**EDGARDO E. TULIN**
**END USER****UNIT HEAD, PROJECT LEADER****PRESIDENT, VSU**