



OP# 1426-1431
 9/21/21

PURCHASE REQUEST

Dept./Office: **USSO**Section/End-User: **Junard C. Gucela**Funding Source: **General Fund - MOOE**PR #: **GF-2021-09-00785**Date: **09-03-2021**Category: **Hardwares**Project Title/Code: **ODS-OISPS 2021 (Office of the Institutional Student Programs & Services)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Garden Hose Nozzle Spray	piece	2	200.00		400.00
Specification: Heavy Duty, Good Quality						
2	Glass Mirror, 1/4"(thick) x 12" x 24"	piece	1	210.00		210.00
Specification: Good Quality						
TOTAL						610.00
Purpose: For Office use						
Checked by: MARLON G. BURLAS TWG - Hardware				Funds Available: for 9/26 o/c ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:			Approved by:	
Printed Name:	JUNARD C. GUCELA	MANOLO B. LORETO JR.			EDGARDO E. TULIN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	