

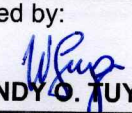
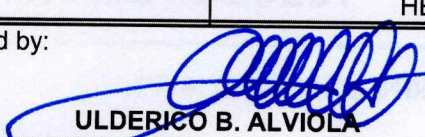
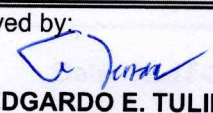


Checked by:  <b>JED ASARI D. CORTES</b> TWG - Office Supplies		Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  <b>WINDY O. TUYAN</b> END USER	Noted by:  <b>ULDERICO B. ALVIOLA</b> UNIT HEAD, PROJECT LEADER	Approved by:  <b>EDGARDO E. TULIN</b> PRESIDENT, VSU

	Item Description	Unit	Qty	Unit Cost	FAVOR	Total Cost
1	High Capacity Electric Steamers	each	2	610.00		1,220.00
2	Steel Grinding Coffee Bean Milling Machine Electric Grinder	each	13	75.00		1,350.00
3	High Capacity Electric Steamers	each	5	60.00		300.00
4	High Capacity Electric Steamers	each	3	405.00		1,215.00
5	Steel Grinding Coffee Bean Milling Machine Electric Grinder	each	13	230.00		2,990.00
<p>Specifications:</p> <ul style="list-style-type: none"> <li>• Manual Coffee Grinder</li> <li>• Steel Grinding Coffee Bean Milling Machine Electric Grinder</li> <li>• Coffee Bean Milling Grinder</li> <li>• Cold water start/stop control for hot and even grinding. Very suitable for controlling the coarseness of coffee beans in a few seconds. Very convenient.</li> <li>• Hand function grinder is suitable for beans, coffee, and other items. DIY your favorite coffee or other items. The best choice.</li> </ul>						
6	Paper, Bond, 24" x 36", 70 gsm	reels	12	255.00		3,060.00
7	Pen, Ball, 3mm, Gel-type, Black	piece	15	35.00		525.00
8	Pen, Ball, 3mm, Gel-type, Blue	piece	10	51.00		510.00
9	Paper, Bond, 24" x 36", 70 gsm	reels	4	45.00		180.00
10	Paper, Bond, 24" x 36", 70 gsm	reels	4	150.00		600.00
11	Paper, Bond, 24" x 36", 70 gsm	reels	12	70.00		840.00
12	Paper, Bond, 24" x 36", 70 gsm	reels	12	190.00		2,280.00
13	Paper, Bond, 24" x 36", 70 gsm	reels	10	36.00		360.00
14	Paper, Bond, 24" x 36", 70 gsm	reels	3	204.00		612.00
TOTAL						13,186.00
Purpose: For office use.						





## PURCHASE REQUEST

Dept./Office: **MMDC**PR #: **GF-2021-09-01052**Date: **09-17-2021**Section/End-User: **Windy O. Tuyan**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **INFORMATION OFFICE-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	2	600.00		1,200.00
2	Clip, Double Binder, 2" (approx. 51mm) , Black, 12 pcs/box	boxes	15	70.00		1,050.00
3	Detergent Soap, Powder, 500g	packs	5	60.00		300.00

**Specification:**

Detergent Soap Powder with Antibacterial, 500g

4	Disinfectant Spray, 340g	can	3	465.00		1,395.00
5	High Quality Electric Stainless Steel Grinding Coffee Bean Milling Machine Electric Grinder	pc	1	298.00		298.00

**Specification:**

- Manual Coffee Grinder
- Stainless Steel Electric Coffee Grinder Multifunctional Home Coffee Machine
- Coffee Bean Nut Grinder Blenders
- Food grade stainless steel cutter head for fast and even grinding. Very suitable for controlling the roughness to fineness of coffee beans in a few seconds. Many Chinese herbal
- Multi-function grinder is suitable for grains, beans, seasonings. DIY your favorite coffee or other food. The best life assistant.

6	Paper, Bond, A4, S-20, 70 gsm	reams	12	253.00		3,036.00
7	Pen, Sign, .5mm, Gel-type, Black	piece	15	35.00		525.00
8	Pen, Sign, .5mm, Gel-type, Blue	piece	16	35.00		560.00
9	Pin, Push, hammerhead type, asstd colors 50s/pack	boxes	4	35.00		140.00
10	Soap, Dishwashing, Liquid, 250mL	btls	3	150.00		450.00
11	Tape, Double Sided, 2" x 10m	rolls	12	70.00		840.00
12	Tape, Duct, 2" x 25m, Black/Grey	rolls	12	180.00		2,160.00
13	Tape, Masking, 3/4" x 25 yards	rolls	15	36.00		540.00
14	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	3	204.00		612.00
<b>TOTAL</b>						<b>13,106.00</b>

Purpose: For office use.