

PURCHASE REQUEST

Department of Foreign Affairs
Agency

Department : Department of Foreign Affairs PR No. GSC-PR-2020-012 Date : 20-September 2020

Section : CO General Santos SAI No. _____ Date : _____

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	pc	BAR CHAIR with Backrest Materials: steel/metal sheet legs & seat with coating Dimension: W43 x D43 x H96cm Seat HT: 76cm Color: black/gray/brown	2		
2	pc	CLERICAL CHAIR (swivel-low back) Materials: Metal frame covered with leather Dimension: W59 x D57 x H99.5-109.5cm Color: black	7		
3	pc	OFFICE TABLE Materials: 15mm thick laminated board Dimension: W120 x D72.5 x H76cm Color: black/gray/brown	6		
			Total		52,600.00

Purpose : For the official use of the Consular Office for its operations.

Signature
Printed Name :
Designation :

Approved By:


HELEN GRACE A. TABORA
Officer-in-Charge