

PURCHASE REQUEST
 Department of Foreign Affairs
Agency


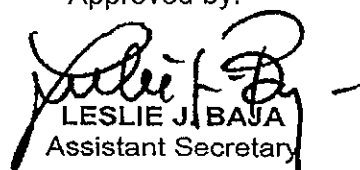
Office: OMEAA
 Section:
 Date: 23 July 2020

PR No.: **09-01420**
 Date:
 SAI No.: 03 SEP 2020

Stock No.	Unit	Item Description	Qty.	Unit Cost	Total Cost
	Pc	Executive High Back Chair with headrest	30		
		<ul style="list-style-type: none">• Mesh backrest• Fabric Seat with moulded foam• Adjustable headrest• Adjustable height of armrest• Adjustable armrest to widen seat space• Tilting mechanism with multiple locking position• Gaslift height adjustment• Metal base• With lumbar support• With at least 1 year warranty			
		Terms of payment:			
		<ul style="list-style-type: none">• Send bill arrangement• No downpayment			
		ABC			330,000.00

Purpose:

For the official use of OMEAA officers and staff

Signature Printed Name Designation	Prepared by:  HARLEY A. TESORERO Property Officer	Approved by:  LESLIE J. BALA Assistant Secretary
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