

# PURCHASE REQUEST

Department of Foreign Affairs  
Agency

11-01220

Department: Overseas Voting Secretariat (OVS)

PR No.:

Date: 9 November 2020

Section : \_\_\_\_\_

SAI No.:

Date : \_\_\_\_\_

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	piece	<b>Office Suite Software and Licenses</b> • Latest versions • Has a Word processing, spreadsheet, program presentation, relational database, information management and desktop publishing • Software and license support • Licensed for home and commercial use	34		-
	piece	<b>Antivirus Software</b> • Stop viruses, spyware, ransomware and other malware • Block unsafe links, downloads and email attachments • Scan for PC performance problems • Get real-time security updates • Enhanced Firewall • Avoid fake websites	34		-
				ABC	Php 295,995.00

Purpose:

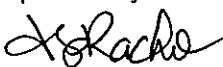
To keep ICT data private and protected from potential threats at every level.

Signature

Printed Name:

Designation:

Requested by :

  
**ARLENE PASCASIO-RACHO**  
Property Officer, OVS

Approved by:

  
**EDGARDO O. CASTRO**  
Acting Vice Chairperson, OVS