

## PURCHASE REQUEST

Department of Foreign Affairs  
Agency

Department : Office of Consular Affairs      PR No. 04-2020      Date: 11 / NOV / 2020

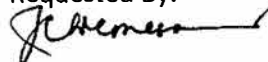
Section : Consular Office Calasiao      SAI No. \_\_\_\_\_      Date : \_\_\_\_\_

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	unit				
	piece	Sign Pen, black, liquid/gel ink, 0.5 mm needle tip	100		
	piece	Sign pen, red, liquid/gel ink, 0.5mm needle tip	180		
	ream	Paper, Multicopy, 80gsm size: 210mmx297mm	200		
	ream	Paper, Multicopy, 80gsm, size: 216mmx330mm	100		
	box	Staple wire, Standard, 26/6	70		
	piece	Correction Tape, film base, UL 6m min	30		
	unit	Biometrics Bundy Clock	1		
	roll	Thermal Paper (80mmx70mm)	33		
			<b>Total</b>		<b>71490.00</b>

Purpose : Purchase of Other Supplies and Materials Expenses and Office Equipment (Office Supplies and Equipment) for CO Calasiao official use

Signature

Requested By:



Printed Name :

**Jennifer Catherine T. Demesa**

Designation :

**Officer-in-Charge**