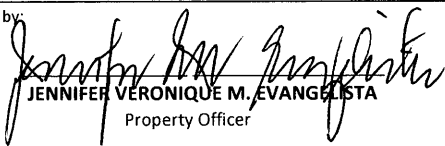



PURCHASE REQUEST

Department of Foreign Affairs
Consular Office - Iloilo City

Department Section		Consular Office Iloilo City		PR No. : 200925	Date: 10 Nov. 2020
Stock No.		Unit		SAI No.:	
Item/Description		Quantity	Unit Cost	Total Cost	
A. OTHER OFFICE SUPPLIES					
Unit	Cart Truck/Delivery Cart/Handtruck (300 kg) foldable, PVC platform	1			
B. OFFICE EQUIPMENT					
Unit	Stand Fan (Heavy Duty), 16" blade	4			
Unit	Industrial Fan, 24" blade	1			
C. ICT EQUIPMENT					
Unit	Automatic Voltage Regulator (AVR)	6			
Unit	Uninterruptible Power Supply (UPS)	6			
Unit	Printer, 3 in 1, continuous	5			
Unit	External Storage HD 1 TB	4			
Unit	Extension Cord (Roller)	4			
D. COMMUNICATIONS EQUIPMENT					
Unit	Projector, 3LCD with HDMI port	1			
Unit	Projector Screen and Installation, 60 x 60 (MW)	1			
Unit	Microphone, unidirectional wired (10 mtrs)	4			
E. FURNITURES & FIXTURES					
Unit	Office Side Cabinet, 3 drawer 410mm x 280 mmx 485 mm, black	3			
Unit	Office Visitors Chair w/o armrest & wheels, black fabric	4			
Unit	Office High Chair, 23 x 25 x 50.2", w/ backrest & gaslift, black	4			
Unit	Steel High Chair, rotating & swivel, H 103cm x W 39 cm, black	3			
Unit	Junior Executive Chair, w/ armrest, wheels & gaslift, black upholstery	3			
F. ICT SUPPLIES					
Cart	Ink, black (compatible with requested printer)	33			
				TOTAL	179600.00
Purpose: Procurement of office furniture and equipment.					
Signature	Requested by:  JENNIFER VERONIQUE M. EVANGELISTA Property Officer			Approved by:  ANITA F. SALDO Officer-in-Charge	
Printed Name:					
Designation:					
Date Signed:					
Contact No. of AO/PO:	336-1737				