# PURCHASE REQUEST

Department of Foreign Affairs
Agency

SHP

10-03120

**Department** Office of Financial Management and Services **PR No.:** _____ **Date:** 19-Oct-20

**Section** OFMS **SAI No.:** _____ **Date:** 19-Oct-20

| Stock No. | Unit | ITEM / DESCRIPTION | Quantity | Unit Cost | Total Cost |
|---|---|---|---|---|---|
| | piece | Cash Register Ribbon | 150 | | |
| | roll | Cash Register Tape Machine Roll, 100/box, 44x80 mm | 300 | | |
| | unit | Mouse, optical, USB connection type, min.cable length 15m | 20 | | |
| | | xxxxxxxxxxNothing Followsxxxxxxxxx | | | |
| | | | | ***ABC*** | **55,500.00** |

Purpose:
**For the official use of Office of Financial Management Services**

Requested By:

Signature

Printed Name: **MYLA GRACE RAGENIA C. MACAHILIG**
Designation: Assistant Secretary, OFMS