PURCHASE REQUEST

Department of Foreign Affairs
Agency

SHP

Department Office of Financial Management and Services **PR No.:** 10-0302 **Date:** 19-Oct-20

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

Stock No.	Unit	ITEM / DESCRIPTION	Quantity	Unit Cost	Total Cost
	unit	Mouse, optical, USB connection type	10		
	cart	Toner Cart, HP CB435A, Black (for HP LaserJet P1006)	20		
		xxxxxxxxxxNothing Followsxxxxxxxxxx			
				ABC	58,550.00

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

Signature

Printed Name:
Designation:

Requested By:

MYLA GRACE RAGENA C. MACAHILIG
Assistant Secretary, OFMS