PURCHASE REQUEST

Department of Foreign Affairs
Agency

Department: **OAMSS** PR No.: **04-005-21** Date : 14 APRIL 2021

Section : **PSSD** SAI No.: _____ Date : _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	BOX	MULTI-COPY PAPER 80 GSM A4 SIZE, 5 REAMS PER BOX	200		
	ROLL	TAPE TRANSPARENT 1"	100		
	ROLL	TAPE MASKING 2"	25		
	ROLL	TAPE MASKING 1"	25		
	ROLL	TAPE PACKAGING 2"	100		
				ABC	PHP 210,000.00

Purpose:

for replenishing stocks and distributon for other offices in need.

	Requested by :	Approved by:
Signature	FOR JERICSON H. ARCEO Acting Director, OAMSS-PSSD Administrative Officer, OAMSS	MEDARDO G. MACARAIG Assistant Secretary
Printed Name:		
Designation:	Acting Director, PSSD-OAMSS	Assistant Secretary,OAMSS