PURCHASE REQUEST

Department of Foreign Affairs

Agency

06-06221

Department: OUMAIER **PR No.:** **Date:** 24 Jun 2021

Section: **SAI No.:** **Date:**

Stock No.	Unit	Description	Quantity	Unit Cost	Total Cost
	box	Sign pen gel 1.0 blue (12s)	20		
	box	Sign pen gel 1.0 black (12s)	15		
	pack	PVC black binding presentation (back cover) A4, size 230gsm (100s)	10		
	pack	Clear binding presentation cover (front cover) PVC A4 size 230gsm (100s)	10		
	piece	Binding folder (arcfile) legal size 2 holes 3 inches thick black	200		
	piece	A4, blue PVC Presentation file folder plastic	200		
	piece	FS blue PVC Presentation file folder plastic	200		
	piece	FS, 216x330mm, Certificate folder gray	50		
	piece	A4 Certificate holder , Gray	60		
	pack	Label sticker A4 (100s)	5		
	piece	Glue stick	120		
	piece	Double adhesive tape 1inch	35		
	pack	Sticky flag please sign here (yellow 1in wide)	40		
	pack	Sticky note flag tabs (plain)	50		
		xxxxxxxxxxxxxx			
				TOTAL/ABC	**PHP 130,927.50**

Purpose: Office supplies of OUMAIER

Requested by:

Signature:

Printed Name: **LOURDES O. YPARRAGUIRRE**

Designation: Undersecretary