



PURCHASE REQUEST

Entity Name: DEPARTMENT OF FOREIGN AFFAIRSFund Cluster: 1101101

Office/Section : CO - DASMARIÑAS		PR No.: <u>DAS-2021-05-0006</u> Responsibility Center Code : <u>12 001 13 00000-114</u>	Date: <u>05-May-21</u>		
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
<u>Other Supplies & Materials</u>					
	Unit	Wall Clock , Battery Operated, Analog, Numerical, Metal Case, 16 inches above, Round	2		
<u>Semi Ex - ICT Equipment</u>					
		Flatbed Scanner - Flatbed Document & Photo Scanner - Scanner Resolution 2400 x 2400 dpi - Scan Speed (A4 300 dpi) Approx 10 secs	8		
<u>Semi Ex - Office Equipment</u>					
	Unit	refrigerator , 5-8 cu, 2 Door Inverter	1		
	Unit	Air Purifier , hepa filter, air ionizer, silent motor, Effective room size 45m2: suited for an area of 26-45m2, Delivers 6330 liters of purified air per minute, CADR up to 320m3/h, 29W high-efficiency brushless DC motor with low power consumption, A4 papersize footprint	3		
<u>Semi Ex- Furniture and Fixture</u>					
	Unit	Kichen Cabinet , aluminum, 5 layers, space saver	1		
	Piece	Monobloc chair , white, with backrest, w/o armchair	20		
	Unit	4-Drawer Vertical Cabinet with Safety Box - Anti-Tilt Lock Mechanism/ KD - With Steel Handle Lock - Compatible with A4,FC,letter and legal size files - Color: Beige	1		
	Unit	3-Drawer Mobile Pedestal - With 3 Drawers including 1 Central Lock, 1 Pen Tray and 1 File Divider - 5 Swivel Castors built for ease on mobility - Material: Powder-coated steel - Color: Beige	6		
	Unit	4-Drawer Lateral Filing Cabinet - with Anti-Tilt Lock Mechanism/ KD With Steel Handle Lock - Compatible with A4,FC,letter and legal size files - Color: Beige	4		

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Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Unit	4-Drawer Vertical Filing Cabinet - with Anti-Tilt Lock Mechanism/ KD - with Steel Handle Lock - Compatible with A4,FC,letter and legal size files - Color: Beige	1		
<i>x x x Nothing Follows x x x</i>					
GRAND TOTAL					197,495.00
Purpose: For official use of the CO. Must be delivered to CO-Dasmarinas.					
Requested by:			Approved by:		
Signature : 			Signature : 		
Printed Name : <u>ELEANOR B. ALMANZA</u>			Printed Name : <u>ARMI A. SANTOS</u>		
Designation : Property Officer			Designation : Head of Consular Office		