

PURCHASE REQUEST


Department of Foreign Affairs
Agency

Department : Office of Consular Affairs PR No. 11-2021 Date: 26 Oct 2021

Section : Consular Office Calasiao SAI No. _____ Date : _____

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	piece	DRIVE CLEANER	5		
	unit	EXTENSION CORD with 3-4 outlets and switch, 3-6 meters	5		
	piece	MOUSE PAD	18		
	piece	CARD READER, usb 3.0, multcard reader, for SD, microSD, CF, TF and XD cards	1		
	piece	RJ45 CONNECTOR PLUG	9		
	piece	FLASH DRIVE, 32GB capacity	23		
	cartridge	HP CE285A, ink cartridge	9		
			Total		Php 60,085.00

Purpose : For Official Use of CO Calasiao - Chargeable against the MOOE Fund of CO Calasiao for FY 2021 (ICT Supplies)

Signature	<p align="center">Requested By:</p>  <p align="center">BENJAMIN C. BALOCATING Head of Consular Office</p>
Printed Name :	
Designation :	