

PURCHASE REQUEST

Entity Name: \_\_\_\_\_ Fund Cluster: \_\_\_\_\_

Office/Section : DLLU PR No.: 06-03023 Date: 20 JUN 2023  
 Responsibility Center Code : \_\_\_\_\_

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pc	Coffee Maker	1		
	pc	Refrigerator (9.5 cu)	1		
	pc	Air purifier (48m2 capacity w/ filtration)	2		
	pc	Air cooler	2		
			<b>Total</b>		<b>₱75,000.00</b>

Purpose: Procurement of Office equipment for the use of DLLU Personnel

Requested by:	Approved by:
Signature : <u>[Signature]</u>	<u>[Signature]</u>
Printed Name : <u>Joel V. Ramirez</u>	<u>Adrian Bernie C. Candolada</u>
Designation : <u>Property Officer</u>	<u>Assistant Secretary</u>