PURCHASE REQUEST

DEPARTMENT OF FOREIGN AFFAIRS
Agency

22 AUG 2023

Departm **OFFICE OF THE SECRETARY** **PR No.:** 08 - 03723

Section **COORDINATION** **SAI No.:**

Stock No.	Unit	Item Description	QTY	Unit Cost	Total Cost
	pc	Poinsettia Plants in plastic pots (Class D)	100		
		XXXXXXXXXXXXXXXXXXXXXX			
				ABC:	**Php 70,000.00**

Purpose: To be displayed at the Office of the Secretary and the main lobby of the DFA during the holiday season, chargeable against the MOOE Funds of OSEC.

RECEIVED BY:	REQUESTED BY:	APPROVED BY:
Printed Name	**LAUREL B. DELA CRUZ** Property Officer	**MA. REMEDIOS R. DOMINGO** Administrative Officer