

PURCHASE REQUEST

DEPARTMENT OF FOREIGN AFFAIRS



Agency

Department: **OFFICE OF THE SECRETARY** PR No. **09-08623**

Section: **COORDINATION** SAI No.: **22 SEP 2023**

Stock No.	Unit	Item Description	QTY	Unit Cost	Total Cost
	pc	Personalized Gift Box - Blue and Gold; Size: W-7.5", L-10", H-5"; with DFA Logo (Gold) 3" x 3"; Inner Lining: Satin Blue	200		
	pc	Customized Crystal Glass; Size: W-5.8", L-8.3", Thickness: 1/4"	200		
	pc	Customized Frame Holder, Wood, Height: 7"	200		
	pc	Personalized Gift Box - Blue and Gold; Size: W-7.5", L-8", H-2.5"; with DFA Logo (Gold) 3" x 3"; Inner Lining: Satin Blue	83		
	pc	Customized Acrylic Trinket Tray; Size: W-6.25", L-6.25", H-1"	83		
		XX			
					ABC: Php700,000.00

Purpose: For the Office of the Secretary of Foreign Affairs, chargeable against the 2023 MOCE-Fund of OSEC.

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