

PURCHASE REQUEST

Department of Foreign Affairs

Agency

Department: OPCD (OUIER-CDU)

PR No.: **10-11323** File:

Section:

SAI No.: _____ Date: **25 OCT 2023**

Stock No.	Unit	Description	Quantity	Unit Cost	Total Cost
	Pc	<p>DESK CALENDARS</p> <p>Technical Specifications</p> <p>Item: Table/Desk Flip/Ring bind Calendar Specifications: 40 pages calendar with base tent Size/Dimension: Base Tent: 6 inches x 8 inches Calendar: 6 inches x 7 inches Stock: Base Tent: Chipboard #50 with special book cover (navy blue) Calendar: Coated board 2-sides 190 gms Colors of Print: Base Tent: Silver Screen print Calendar: Full Color front and back Print Process: Offset Printing Finishing: Metal loop wire binded on top Inclusive of delivery and packaging of items QTY: 3,500 Pieces ABC:999,000.00 Inclusive of taxes and other fees</p>	3,500		
				TOTAL	PHP -

Purpose: For the official use of CDD and distribution to Home Office, COs, FSPs and Stakeholders.

Requested by:

Approved by:

Signature:

Printed Name:

Designation:


EMMYLOU B. FELIMER
 Acting Director


ARVIN R. DE LEON
 Assistant Secretary