PURCHASE REQUEST

Department of Foreign Affairs
Agency

Department: **OPCD** PR No.: 10-11423

Section: **ADMINISTRATIVE** SAI No.: 31 OCT 2023

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	set	Gift Set Package of 3 Individual Soap bars, with Pili Nut Kernel Oil as One of the Ingredients. -Each Soap Bar at 110 grams each. -Must indicate in the individual soap packaging that it is Naturally Hypoallergenic and Ethically Made, and Hand-crafted from the Philippines	200		
		Set Package inclusion: Customised paper bag with DFA Logo and Gft Tag			
		XXXXXXX NOTHING FOLLOWS XXXXXXXX			

ABC: ₱ **230,000.00**

Purpose: **Christmas Gifts/Tokens for Stakeholders / Official Use of the Office of Public and Cultural Diplomacy, chargeable against the Representation Expense of OPCD-CDD/OUMAIER-CDU MOOE Y2023 (SPPMP dated 18 October 2023**

	Requested by:	Approved by:
Printed Name:	**MARIA THERESA J. F. ALBANO**	**ARVIN R. DE LEON**
Designation	Administrative Officer	Assistant Secretary