

## PURCHASE REQUEST

Department of Foreign Affairs

Agency

Department OCD (OUMAIER-CDU)

PR No.:

Date:

04-03924 18 APR 2024

Section \_\_\_\_\_

SAI No.: \_\_\_\_\_

Date: \_\_\_\_\_

Stock No.	Unit	ITEM / DESCRIPTION	Quantity	Unit Cost	Total Cost
	piece	Refrigerator 2 door, 7.0 cu.ft., No frost, smart diagnosis, manual temperature control ; smart inverter compressor, 2 fresh food shelves, 1 crisper shelf, 1 freezer shelf, LED, refrigerator light, 269 energy efficiency rate : cyclopentane insulation net weight : 40 kg, gross weight : 44 kg Net dimension : 555 x 1400 x 565 (WxLxD) Gross dimension : 580 x 1485 x 655mm (WxHxD) 2 year parts warranty, 2 years labor warranty 10 years compressor warranty	1		
	piece	Air Purifier Dimensions: 240 x 240 x520 mm, Color: White, Net Weight: approx.4.8 kg, Gross Weight: approx.6.1 kg, Effective Area: 26~45 m2, Rated Voltage: AC100-240V~, Rated Frequency: 50/60Hz, Rated Power: 38W, Max Sound Power: 33~64 dB Filter Lifetime: 6~12 month, Power Cord Length:1.5m, WiFi Connectivity: IEEE 802.8 b/g/n 2.4GHz	1		
	piece	Coffee Maker Capsule Coffee Maker Machine, ESE POD Compatible, 0.6L water tank, 1 Year Warranty	1		
	piece	Microwave 20-liter capacity, 10 power levels, Defrost setting, Glass turntable, Pull out handle, 1 Year Warranty	1		
	piece	Paper Shredder MICRO CUT, 4 x 10mm Cut Size, 23 liters Bin Size, 10 sheets capacity, 100 sheets autofeed, Shreds Paper/ Card	1		
	piece	Laminating Machine Can Laminate all sizes of Paper, ID Card ,A4 ,A3 , letter & legal Sizes. Maximum Binding Length: 300mm, Working Temperature: 140+10degrees. Max Power Consumption: 450W, Power Supply: 220V.	1		
	piece	Whiteboard w/ stand and wheels size: 3ft x 5ft (inclusive of eraser and marker)	1		
		xxx Nothing Follows xxx			
		<b>ABC (Inclusive of VAT)</b>			<b>Php 65,000.00</b>

Purpose: For the official use and the day to day function of OCD

Requested by:

Signature:  
Printed Name:  
Designation:

  
**ARIEL A. GONZALES**  
Acting Property Officer

Approved by:

  
**CELINA ANNA M. FERIA**  
Assistant Secretary