

PURCHASE REQUEST

Department of Foreign Affairs

Agency

10-01524

Department: Department of Foreign Affairs

PR No.:

Date:

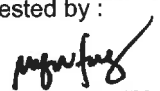
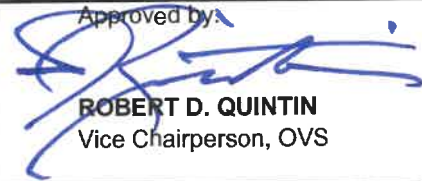
Section : Overseas Voting Secretariat (OVS)

SAI No.:

8-7-OCT 2024

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost (Php)
		Printing and Publication Expenses- Printing Services for the FY 2025 OVS Desk Calendars for the official use of OVS.	1500		220,000.00
		Specifications: 09 pages calendar (back to back) with base tent			
		Size/Dimension: Base Tent: W- 8 inches, H- 6.5 inches			
		Calendar: W: 8 inches H- 6 Inches			
		Calendar Dimensions:			
		Stock: Base Tent: Chipboard # 50 with special book cover (navy blue)			
		Calendar: Coated board-2 sides 190 gms			
		Color of print: Base Tent: Silver Screen			
		Calendar: Full color front and back			
		Print Process: Offset printing			
		Finishing: Metal loop wire binded on top			
		Inclusive of delivery and packaging items			
					Php 220,000.00

Purpose: For Publication and Printing Information, Education and Communication (IEC) Materials of Overseas Voting Secretariat

<p>Signature: Printed Name: Designation:</p>	<p>Requested by :</p> <div style="text-align: center;">  EVELYN A. FRUTAS Property Officer, OVS </div>	<p>Approved by:</p> <div style="text-align: center;">  ROBERT D. QUINTIN Vice Chairperson, OVS </div>
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