

PURCHASE REQUEST

Department of Foreign Affairs
Agency

Department: **OCA**

PR No. _____

Date: _____

11-07524

Section: **Authentication Division**

SAI No. _____

Date: _____

18 NOV 2024

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		4 - WHEEL LUGGAGE Size: 28", Color: Black, Material: Hard shell, Features: Stable alloy pull rod, 360 soft smooth universal wheel, combination lock	5		
		REFRIGERATOR A Type: 2-Door, Capacity: At least 9.5 cubic feet, Dimensions Height: At least 140cm, Color: Gray, Features: Inverter Technology	1		
		REFRIGERATOR B Type: 2-Door, Capacity: At least 8 cubic feet, Dimensions Height: At least 120cm, Color: Gray, Features: Inverter Technology	1		
		MICROWAVE OVEN Type: Counter-top, Capacity: At least 23 liters, Feature: Rapid Defrost	3		
		COFFEE PERCOLATOR Capacity: 15 Liters	1		
				Total	PHP 98,380.00

Purpose: For replacement of various unserviceable semi-expendable equipment for official use. And for the luggage, use in transporting apostilled documents from ASEANA to Double Dragon.

Signature:

**Printed Name:
Designation:**

Requested by:


ADELIO ANGELITO S. CRUZ
Assistant Secretary, OCA