

PURCHASE REQUEST

Entity Name: DEPARTMENT OF FOREIGN AFFAIRS

Fund Cluster: 0101101

Office/Section :		PR No.: 2025-05-01		Date: 2-May-2025	
Consular Office - Pagadian		Responsibility Center Code : 12 001 13 00138			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	unit	Office Table	2		
	unit	4-drawer steel cabinet with Lock	4		
	unit	Steel Rack, metal	2		
	unit	Heavy Duty Water Gallon Rack, 5 layer	2		
		Nothing follows			
				TOTAL	74,600.00
Purpose: for office use					
Requested by:			Approved by:		
Signature : 			Signature : 		
Printed Name : LOVELY JEANNE G. PONCE			ROXANNE J. GARCIA		
Designation : Property Office			Head of Consular Office		