

**PURCHASE REQUEST**  
Province of Bohol

F PR. 2020-314  
3/17/20

Department: PEEMO

Section:

PR No. \_\_\_\_\_  
SAI No. \_\_\_\_\_  
ALOBS No. \_\_\_\_\_

Date: \_\_\_\_\_  
Date: February 14, 2020  
Date: \_\_\_\_\_

| Item No.   | Quantity | Units of Issue | Item Description                      | Estimated Unit Cost | Estimated Cost   |
|--|----------|----------------|---------------------------------------|---------------------|------------------|
| 1  | 60       | pc             | Folder, ordinary, A4                  | 6.84                | ✓ 410.40         |
| 2  | 60       | pc             | Folder, ordinary, long                | 7.44                | ✓ 446.40         |
| 3  | 30       | ream           | Paper, multicopy, S20, A4             | 281.16              | ✓ 8,434.80       |
| 4  | 30       | ream           | Paper, multicopy, S20, long           | 311.26              | ✓ 9,337.80       |
| <b>HOUSEKEEPING SUPPLIES</b>   |          |                |                                       |                     |                  |
| 5  | 30       | bottle         | Alcohol, ethyl,-70%,scented ,500 ml   | 82.06               | ✓ 2,461.80       |
| 6  | 100      | pack           | Detergent powder , 82grms             | 10.80               | ✓ 1,080.00       |
| 7  | 20       | pack           | Fabric Softener/pack, 250 ml          | 48.00               | 960.00           |
| <b>INKS/ TONER</b>   |          |                |                                       |                     |                  |
| 8  | 5        | pc             | HP Ink # 678 black                    | 569.78              | ✓ 2,848.90       |
| 9  | 3        | pc             | HP Ink # 678 colored                  | 583.86              | ✓ 1,751.58       |
| 10   | 5        | pc             | HP Ink# 680 black                     | 570.77              | ✓ 2,853.85       |
| 11   | 20       | bottle         | HP- GT51 , black ink ( 90cc), 90 ml   | 450.00              | ✓ 9,000.00       |
| 12   | 10       | bottle         | HP- GT52 , cyan ink ( 70cc), 70 ml    | 400.00              | ✓ 4,000.00       |
| 13   | 10       | bottle         | HP- GT52 , magenta ink ( 70cc), 70 ml | 400.00              | ✓ 4,000.00       |
| 14   | 10       | bottle         | HP- GT52 , yellow ink ( 70cc), 70 ml  | 400.00              | ✓ 4,000.00       |
| Time of delivery: 15 cd after receipt of PO/NTP<br>Place of Delivery: PEEMO<br>Mode of Procurement : Bidding |          |                |                                       | <b>Total</b>        | <b>51,585.53</b> |

2020-0211  
 2020-0112  
 AMOUNT: P 51,585.53  
 PROVINCIAL BUDGET OFFICE  
 RECEIVED BY: [Signature]  
 DATE: 3/17/20

Purpose: For Office use

|  |                      |  |
|--|----------------------|--|
| Requested by:  | Cash Availability:   | Approved by:   |
| Signature: [Signature]   | [Signature]          | ATTY. ARTHUR C. YAP<br>Governor                            |
| Printed Name: LIZA P. FLORES                                   | EUSTAQUIO A. SOCORIN | By Authority of the Governor:                              |
| Designation: Supervising Administrative Officer<br>PEEMO- Head | Provincial Treasurer | ATTY. KATHYRIN FE D. PIOQUINTO<br>Provincial Administrator |

**PROVINCIAL BUDGET OFFICE**  
 PROVINCE OF BOHOL  
 CONTROL NO. 263 RECD DATE 3/20/20  
 BENCHMARK NO. 0650  
 EXPENSE CODE 101106-2020-314  
 FUND SOURCE 2019-0X  
 AMOUNT 51,585.53  
 DATE 3/20/20  
 PETER BUSSM R. TOTALOPE  
 FBMO