

PURCHASE REQUEST
PROVINCIAL GOVERNMENT OF BOHOL

F. No. 1001-049

049/01

Agency / Procuring Entity

Department: PROVINCIAL BUDGET AND MANAGEMENT OFFICE (PBMO)
 Section: _____

PR No. _____ Date: February 19, 2021
 SAI No. _____ Date: _____

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
		<i>Q</i> Photocopier for the use of PBMO			
<i>1</i>	unit	Photocopier Machine Specification: *Digital Copier with Network Printing, Color Scanning & Upgradable with an optional Network Fax * Copy and Print speed at least 25 copies per minute, A4 *Touch Screen Panel an advantage * Paper Size from A6R up to A3 *Memory Capacity at least 1GB, and applicable to 3GB plus 128GB SSD options * Paper capacity of at least 500 sheets per cassette (2) and at least 100 sheets multi purpose tray * Compatible with Windows, Macintosh, Linux and Unix * Built-in Job Separator tray (at least 50-sheets) and Reversing Document Processor and Stackless Duplex Unit (at least 50-sheets) * Interface: USB 2.0, Ethernet, USB Host, NFC tag, WiFi Direct option * Scan to SMB/E-mail/FTP/USB Host/Box, Network TWAIN Scan and WSD Scan Location: Provincial Budget and Management Office Mode of Procurement: Alternative Date of Delivery: 10 days after receipt of PO With Applicable warranty: Parts of at least 1 year and lifetime service warranty	1	130,000.00	130,000.00
TOTAL					130,000.00

PROVINCIAL BUDGET OFFICE
PROVINCE OF BOHOL
 CONTROL NO. 201 REC'D BY: *[Signature]* DATE: *2/20/21*
 MARK NO. *02-0849* VALID UNTIL: *12/31/21*
 PENSE CODE: *9999-10705020* AMOUNT: *130,000.00*
 SOURCE: *2021-0161* CONTROLLER: *[Signature]* DATE: *2/20/21*
PETER ROSS M. RETUTAL
 BPO

CHARGE TO: PBMO; Office Equipment (50705020) - ₱130,000.00

Purpose/Remarks : *Q* Photocopier for the use of PBMO

Signature:	<i>[Signature]</i>	Cash Availability	Approved by:
Printed Name:	PETER ROSS M. RETUTAL	EUSTAQUIO A. SOCORIN	ATTY. ARTHUR C. YAP
Designation:	Provincial Budget Officer	Provincial Treasurer	Governor
2021-0161 R/P.R.# RECEIVED BY: <i>[Signature]</i> DATE: <i>2/20/21</i> PROVINCIAL PROCUREMENT MANAGEMENT UNIT		By authority of the Governor: <i>[Signature]</i> ATTY. KATHLEEN E. D. PIOQUINTO Provincial Administrator	

AMOUNT: **₱130,000.00** OK AS TO APP: _____