

PURCHASE REQUEST

Province of Bohol

phpr0902 - 917

Department: SP - BM Aldner R. Damalerio	PR No. _____ SAI No. _____ Ob R No. _____	Date: 18-Aug-21 Date: _____ Date: _____
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Item No.	Quantity	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	100	pcs	Envelope, Ordinary, A4	8.00	800.00
2	100	pcs	Envelope, Ordinary, long	10.00	1,000.00
3	30	rms	Paper, Multicopy, S-20, A4	310.00	9,300.00
4	5	packs	Photo Paper A4 size 20's glossy	170.00	850.00
5	5	packs	Photo Paper A4 size 20's matte finish	175.00	875.00
6	20	cans	Air Freshener, Car (lemon)	320.50	6,410.00
7	20	tubes	Air Freshener, 320ml (lemon & orange)	260.00	5,200.00
8	50	btls	Alcohol (Isoprophyl 70% - 500 ml)	115.00	5,750.00
9	20	btls	Glass Cleaner (500ml) with sprayer	150.00	3,000.00
10	20	btls	Toilet Bowl Cleaning Solution 1000 ml	375.00	7,500.00
11	20	bxs	Ink Cart, HP CN692AA, (HP704), Black	675.00	13,500.00
12	20	bxs	Ink Cart, HP CN692AA, (HP704), Tri-color	675.00	13,500.00
TOTAL					67,685.00

PROVINCIAL BUDGET OFFICE
 PROVINCE OF BOHOL
 CONTROL NO. 1247 REC'D BY: [Signature] DATE: 8/27/21
 MARK NO. 2401 VALID UNTIL 12/31/21
 EXPENSE CODE 50203010 AMOUNT 67,685.00
 SOURCE GF [Signature] DATE 8/27/21
 PETER [Signature] [Signature]

201-0674 RECEIVED BY: [Signature] DATE: 9/3/21
 201-0451 PROVINCIAL PROCUREMENT MANAGEMENT UNIT
 AMOUNT #67,685.00

Time of Delivery: 3 days upon receipt of P.O.
 Place of delivery: Office of BM Aldner R. Damalerio.
 Purpose: Purchase of various office supplies.

Requested by: 	Cash Availability: 	Approved by:
Signature Printed Name Designation	ALDNER R. DAMALERIO Board Member	EUSTAQUIO A. SOCORIN, CPA Provincial Treasurer
		RENE LOPEZ RELAMPAGOS Vice Governor

MATTHEW S. NEMENZO
 BOARD SECRETARY V

BY THE AUTHORITY OF THE VICE GOVERNOR

MATTHEW S. NEMENZO
 BOARD SECRETARY V