

F-PR-2022-61
Master

Standard Form Number: SF-GOOD-59

Revised on: May 24, 2004

Standard Form Title: Purchase Request

PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF BOHOL

Agency / Procuring Entity

Department **PROVINCIAL BUDGET AND MANAGEMENT OFFICE (PBMO)**

PR No. _____

Date: **January 12, 2022**

Section _____

SAI No _____

Date: _____

PR 2022-349

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
Procurement of Office Equipment for the use of the PBMO					
1	unit	Pedestal Filing Drawer Specs: 1 Central Lock, 1 Pen Tray, 1 File Divider Steel with Powder Coating Color: Beige	1	6,500.00	6,500.00
2	unit	Uninterruptible Power Supply (UPS) Specs: 650VA UPS (automatic) with 12V 18Ah	2	3,000.00	6,000.00
3	unit	Heavy Duty Laminator for A4 & Letter Specs: 220v-240v Hot and Cold Lamination Settings	1	8,000.00	8,000.00
					20,500.00

PROVINCIAL BUDGET OFFICE
PROVINCIAL GOVERNMENT OF BOHOL
 CONTROL NO. 68 REC'D BY: [Signature] DATE: 1/24/22
 1550-07 (00213076) 6,500.00 12/31/22
 9000-1025-50413080 19,000.00
 PRIVATE CODE 01-0077 AMOUNT 20,500.00
 SOURCE 2021-038
PETER ROSS M. RETUTAL
PBMO

CHARGE TO: PBMO: R & M - Furniture & Fixtures (50705010) = P6,500.00
E-Budget System- R & M- Machinery and Equipment (50213050) = P14,000.00

Purpose/Remarks :
Procurement of Office Equipment for the use of the PBMO

Requested by:	Cash Availability	Approved by:
Signature: [Signature]	[Signature]	[Signature]
Printed Name: PETER ROSS M. RETUTAL	EUSTAQUIO A. SOCORIN	ATTY. ARTHUR C. YAP
Designation: Provincial Budget Officer	Provincial Treasurer	Governor
		By authority of the Governor: ATTY. KATHYRIN FE D. PIOQUINTO Provincial Administrator

2022-0031 RECEIVED BY: [Signature] DATE: 1/31/22
PROVINCIAL PROCUREMENT MANAGEMENT UNIT
 A-2022-0014
 PB# _____ NC# _____ DE# _____ SC# _____ RSC# _____
 AMOUNT: P 20,500.00 CK AS TO APP: _____