

① 2/18

PURCHASE REQUEST

F.M. (Order) 619

Province of Bohol

9/18/22
PHR 0323 - 377

Department **Provincial Assessor's Office**
Division **Administrative Division**

PR No.: _____ Date: March 4, 2022
SA No.: _____ Date: _____
ALOPS No.: _____ Date: _____

Item No.	Qty.	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1.	36	reams	Bond Paper, long, sub. 20, white & thick	329.54	11,863.44
2.	46	reams	Bond Paper, A4, sub. 20, white & thick	257.30	11,835.80
3.	100	Pcs.	Folder, Ordinary, A4	7	700.00
4.	100	Pcs.	Folder, Ordinary, Long	7.92	792.00
5.	5	Pcs.	Mouse Optical USB type	300	1,500.00
6.	10	Pcs.	Logbook/Record Book, Ordinary 500 pages	500	5,000.00
7.	10	Pcs.	Logbook/Record Book, Ordinary 300 pages	380.00	3,800.00
8.	5	pack	Battery AA, heavy duty, 4s	180	900.00
9.	5	pack	Battery AAA heavy duty, 4s	140	700.00
10.	40	Roll	Tape, Transparent-1"	32.40	1,296.00
11.	20	Roll	Tape, Transparent -2"	57.60	1,152.00
12.	8	boxes	Staple wire # 35	62.50	500.00
13.	5	Pcs.	Stapler with remover # 35, heavy duty	400	2,000.00
14.	2	Btl.	Glass Cleaner	193.66	387.32
15.	2	boxes	Ballpens, Ordinary (Black & Blue)	330.00	660.00
16.	30	Pcs.	Correction Fluid pen 7ml	120.00	3,600.00
17.	25	Pcs.	Led Bulbs 9 watts	300	7,500.00
Charge to: Office Supplies - 50203010					
PLACE OF DELIVERY: PASO					
TIME OF DELIVERY:					
MODE OF PROCUREMENT:					
TOTAL					54,186.56

Purpose: For office use.

Requested by: _____ Cash Availability: _____ AUTHORITY OF THE GOVERNOR Approved by: _____

Printed name: **ROGELIO E. VILLARIAS**
Designation: Provincial Assessor

EUSTAQUIO A. SOCORIN
Provincial Treasurer

ATTY. KATHRYN D. PIQUINTO
PROVINCIAL ADMINISTRATOR
HON. ARTHUR C. YAP
Governor

J.A.P.A.# 0327
PROVINCIAL PROCUREMENT MANAGEMENT
RECEIVED BY: *[Signature]*
DATE: *[Signature]*
AMOUNT: ₱ 54,186.56

PROVINCIAL BUDGET OFFICE
PROVINCE OF BOHOL
CONTROL NO. 119 REC'D BY: *[Signature]*
MARK NO. EA2022-09-1057 VALID UNTIL: 12/31/22
EXPENSE CODE 1101-50203010 AMOUNT 54,186.56
SOURCE: *[Signature]* CONTROLLED BY: *[Signature]*
DATE: 3/18/22