



**PURCHASE REQUEST**  
Province of Bohol



(25) 3/8

Department: Provincial Health Office      PR. No: 2023-038      Date: February 28, 2023  
 Section:      SAI No.      Date:      Date:      Date:

Item No.	Quantity	Unit of Issue	SAI No.	Estimated Unit Cost	Estimated Cost
1	60	pc	Correction Tape, 10m min.		
2	5	roll	Double-sided Tape w/o foam 1x10m	98.75	5,925.00
3	150	pc	Brown Envelope, Legal size	42.00	210.00
4	100	pc	Brown Envelope, A4 size	4.50	675.00
5	2	box	Envelope, Mailing, white, long 500pcs/box	3.50	350.00
6	200	pc	Folder, fancy, long,	160.00	320.00
7	100	pc	Folder, fancy, A4	7.50	1,500.00
8	25	pc	Logbook/Record Book (Blank book), 500pages	6.50	650.00
9	4	pc	Logbook/Record Book (Blank book), 500pages, Hardbound	148.00	3,700.00
10	12	pc	Journal, Double Entry Ledger, stock no.75	475.00	1,900.00
11	24	pc	Marker, whiteboard, black/blue	54.00	648.00
12	100	ream	Marker, permanent, broad, black/blue	42.00	1,008.00
13	150	ream	Bond Paper, long, sub. 20	250.00	25,000.00
14	48	pc	Bond Paper, A4, sub.20	225.00	33,750.00
15	24	pc	Pen, Gel ink, 1.0mm, black/blue	45.00	2,160.00
20	4	bot	Plastic Transparent Tape (Scotch Tape) 1x11yd	63.00	1,512.00
21	4	bot	Ink for Brother CDP-T720DW, BT5000, Black, 108ml	772.00	3,088.00
22	4	bot	Ink for Brother CDP-T720DW, BT5000, Magenta, 48.8ml	698.00	2,792.00
23	4	bot	Ink for Brother CDP-T720DW, BT5000, Yellow, 48.8ml	698.00	2,792.00
			Ink for Brother CDP-T720DW, BT5000, Cyan, 48.8ml	698.00	2,792.00
			x x x		
			Charge to GF - Office Supplies		
			4411 - 50203010		
			Time of delivery: 00 days upon receipt of NTP		
			Place of Delivery: PHO		
			Mode of procurement: ALTERNATIVE		
<b>TOTAL</b>				PhP	90,772.00

Purpose: for the use of the PHO Main

**APPROVED BY AUTHORITY OF THE GOVERNOR**

Requested by:	Cash Availability	Approved by:
<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
Signature	Signature	Signature
Printed Name	Printed Name	Printed Name
Designation	Designation	Designation
REYMOSES A. CABAGNOT, MD, MPH Provincial Health Officer II	EUSTAQUIO A. SOCORIN Provincial Treasurer	ASTERIA G. CABERTE ERICO ARISTOTLE C. AUMENTADO Governor

PROVINCIAL PROCUREMENT MANAGEMENT UNIT

PR # 2023-062 RECEIVED BY: *[Signature]* DATE: 3/22/23

NC 2023-051 DC # SC # RSC #

AMOUNT P 90,772.00

PROVINCIAL BUDGET DEPT

RECORD BY: *[Signature]* DATE: 3/23

466

0862

4000-01/50203010 P 90,772-

EXPENSE CODE: 2022-019A-6F

FUND SOURCE: CONTROLLED DATE: 3/8/2023

NET AMOUNT: 90,772.00