

Name of the Project:

F-PROCEDURAS-20m-721  
H/M/m

Location of the Project:

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 Cooperative Development Office PR No. \_\_\_\_\_ Date: 04/01/2023  
Section: \_\_\_\_\_ SAI No. \_\_\_\_\_ Date: \_\_\_\_\_

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST
1	unit	Laminating Machine (Heavy Duty A3 Laminator 13" 4 Rollers, Pre Heating Time 4-5Min, A3 Size, Reverse/Forward Function And Cold Mounting, 510*200*100Mm)	1	5,350.00	5,350.00
2	pc	Paper Cutter (Steel) Sharp & Durable Blad, Paper adjuster included for adjustment to cut size as desirable size, Auto paper pressing bar for precise and easy cutting Paper size indicator indicates A3/B4/A4/A5/B6/B7 Post card and photo (L) size, Capable for A3/B4/A4/A5/B6/B7 sizes cutting, Cutting capacity: 12 sheets (standard 70gsm), Capable for A3 (380 X 460 mm) paper cut	1	1,100.00	1,100.00
3	unit	Office Steel Cabinet (4 drawers vertical cabinet, Materials: all metal construction, accessories: file divider, flush handle, central locking system)	1	11,500.00	11,500.00
4	unit	Office Binder Machine Heavy duty binding machine for medium to large office use. -Punches up to 20 sheets at a time; Binds up to 300 sheets with a 1 1/2" comb -Vertical document loading ensures accurate punch alignment -Enhanced accuracy edge guide centers documents with ease -Built-in comb storage tray with document thickness guide for added convenience and help selecting the proper comb width	1	14,000.00	14,000.00
5	set	Electrical Hair Clipper (Electric Hair Clipper 6 in 1 Multifunction Electric Hair Clipper Kit Beard Trimmer Nose Trimmer Washable Ergonomic, Materials- ABS, stainless steel, alloy)	1	3,500.00	3,500.00
6	pc	Barber Scissor/ Professional Hair Scissor (fully integrated cutting edges with highly acute cutting edge angle for maximum sharpness, perfect cutting and DC-honing)	1	550.00	550.00
7	pc	Uninterruptible Power Supply/ UPS (Input: 140 Vac - 300 Vac, 50/60 Hz, 3.6 A MAX, Output: 230 Vac, 50/60 Hz, 1Φ)	1	3,300.00	3,300.00
8	pc	External Drive 1 TB	1	3,380.00	3,380.00
9	pc	4 Port VGA Splitter 150mhz	1	1,200.00	1,200.00
10	pc	HDMI Cable (10m.)	2	750.00	1,500.00
11	pc	HDMI to VGA converter	2	1,500.00	3,000.00
12	pc	VGA Cable (30m.)	3	2,990.00	8,970.00
13	roll	Extension wire #14.3 gang(10m.)	1	1,500.00	1,500.00
<b>Total</b>					<b>58,850.00</b>
Mode of Procurement: Public Bidding/Negotiated					
Time Delivery: 5 days from receipt of PO					
Place of Delivery: PCDO					

**PROVINCIAL BUDGET OFFICE**  
PROVINCIAL GOVERNMENT OF BOHOL  
CONTROL NO. 772  
RECORD NO. 04-1299  
MARK NO. 8000  
EXPENSE CODE 50213050  
FUND SOURCE 2022-019  
DATE: 4/11/23  
58,850.00  
DATE: 4/11/23  
PETER RUESM. RABOON, JR.

**CHARGE TO: PCDO Budget 2023- R&M- Office Machineries & Equipment**

Purpose/Remarks: Purchase of Office machineries and equipment .

Requested by:	Cash Availability	Approved by:
Signature:		
Printed Name: <b>MA. CONRADA B. FUENTES</b>	<b>EUSTAQUIO A. SOCORIN</b>	<b>ERICO ARISTOTLE C. AUMENTADO</b>
		Governor