

PURCHASE REQUESTS

Entity Name: DEPARTMENT OF SCIENCE AND TECHNOLOGY

Fund Cluster: _____

Office Section: Management Information System		PR No.: _____ Responsibility Center Code: _____		Date: _____																			
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost																		
	piece	Laptop ROG 1T Storage 32 RAM Core I7 8th Gen	2	80000	160000																		
	piece	Cellphone kanang mag siga asdasd asdasd	2	30000	60000																		
				TOTAL	PHP 220000																		
Purpose: For the newly hired personnel Source of Fund: Local GIA - STORRM																							
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">Requested by:</td> <td style="width: 33%; text-align: center;">Recommending approval:</td> <td style="width: 33%; text-align: center;">Approved by:</td> </tr> <tr> <td>Signature:</td> <td></td> <td></td> </tr> <tr> <td>Printed Name:</td> <td style="text-align: center;">Francilloyd D. Dagdag</td> <td style="text-align: center;">Narcisson Batingal</td> </tr> <tr> <td>Designation:</td> <td style="text-align: center;">PTA III</td> <td style="text-align: center;">SSR II</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">Noel M. Ajoc</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">RD</td> </tr> </table>						Requested by:	Recommending approval:	Approved by:	Signature:			Printed Name:	Francilloyd D. Dagdag	Narcisson Batingal	Designation:	PTA III	SSR II			Noel M. Ajoc			RD
Requested by:	Recommending approval:	Approved by:																					
Signature:																							
Printed Name:	Francilloyd D. Dagdag	Narcisson Batingal																					
Designation:	PTA III	SSR II																					
		Noel M. Ajoc																					
		RD																					