



**CTE SALES INC**  
Murcia Road, Bacolod City,  
Negros Occidental, Philippines  
+63(34) 431-1883

## Purchase Requisition

Company Name: RFM Philippines  
Address: Bacolod City, Philippines  
Contact No: +63 (34) 123-4567  
Email Address: rfmphilippines@co  
Other Info: Lorem Ipsum Dolro Sit

Balance Due: PHP 500.00  
PO Date: 2017-06-01  
Payment Terms: Due On Receipt  
Due Date: 2017-06-01  
Status: **Confirmed**

SKU	ITEM & DESCRIPTION	QUANTITY	RATE	TOTAL
#123THUQ	Papaya Soap	4	PHP 25.00	PHP 100.00
#456POAS	Banana Soap	4	PHP 25.00	PHP 100.00
#567ATAY	Melon Soap	4	PHP 25.00	PHP 100.00
#789YUBA	Guava Soap	4	PHP 25.00	PHP 100.00
			SUBTOTAL	PHP 400.00
			TAX 10%	PHP 40.00
			<b>GRAND TOTAL</b>	<b>PHP 440.00</b>