

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Charges | : | <<CHARGES>> |  | PR No. | : | <<PRNO>> |
|  |  |  |  | PR Amount | : | **<<AMOUNT>>** |

**Purchase Request**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Item/Description** | **Unit** | **Unit Cost** | **Quantity** | **Amount** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Prepared by : |  |  | Approved : |  |
|  |  |  |  |  |
|  |  |  |  |  |