

PURCHASE REQUEST

February 16, 2018 01:22:00 PM

REQUEST ID: R128-20180216-1
REQUEST BY: NARLYN Z. MENDOZA
 SUPPLY OFFICER IV
 OFFICE: SUPPLIES OFFICE
 DETAILS: for the month of feb



Particular	Onhand	Quantity	Unit	Cost	Total	Vendor
BOND PAPER A3	0	10	REAMS	350.00	3,500.00	RICH MARKET
YELLOW TONER	0	4	TUBE	6,500.00	26,000.00	RICH MARKET
MAGENTA TONER	0	4	TUBE	6,500.00	26,000.00	RICH MARKET
CYAN TONER	0	4	TUBE	6,500.00	26,000.00	RICH MARKET
BLACK TONER	0	4	TUBE	4,500.00	18,000.00	RICH MARKET
					99,500.00	

NOTE: This report and the signatures contained herein are generated electronically. All signatures are official and carry the full authority of the person(s) indicated

Prepared by

BABIE ROGEAN D. GRAPA
 JOB ORDER/ ADMIN AIDE