

Form Title: Furniture Purchase Requisition

Subject: Furniture for New Office Space

From (Department): Administrative Department

Requested By: Jose Durog

Request Date: October 15, 2025

Item	Unit	Price per Unit	Total Price
Office Chairs	8	₱ 5,500	₱ 44,000
Desks	4	₱12,000	₱48,400
Total			₱ 92,000