

PURCHASE REQUEST

Entity Name: CIVIL SERVICE COMMISSION Fund Cluster: TRNG - MOOE

Office/Section : <i>HRPSO</i>		PR No.: <i>2022-05-0311</i>		Date: 0 May 2022	
		Responsibility Center Code :			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pax	Accommodation for 14 pax	14	3,200.00	44,800.00
		Meals: 12 - May 13 2022	14		26,000.00
		(2-Breakfast/2-Lunch/ 1-Dinner/2-Snacks)			-
		XX			
					70,800.00
Purpose: Accommodation and meals for HRPSO officials and staff participating in the 2022 HRPSO Team Building Activity on 12 - 13 May 2022					
Requested by:			Approved by:		
Signature : <i>Maria Araceli Z. Cawaling</i>			Signature : <i>Jennifer L. Timbol</i>		
Printed Name : Maria Araceli Z. Cawaling			Atty. JENNIFER L. TIMBOL		
Designation : Administrative Assistant III			Director IV		

- Resort Labas Neg.

Certified that the above request is included in the Annual Procurement Plan (APP) & with complete supporting document

Civil Service Commission - Control Office
 OFAM-Procurement Management Division
 Received By: *Jennifer L. Timbol*
 Date: *5/4* Time: *9:29 AM*

PURCHASE REQUEST

Entity Name: CIVIL SERVICE COMMISSION Fund Cluster: TRNG - MOOE

Office/Section : <i>HRPSO</i>		PR No.: <i>2022-05-0311</i>		Date: 2 May 2022	
		Responsibility Center Code :			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pax	Accommodation for 14 pax	14	3,200.00	44,800.00
		Meals: May 12 - May 13, 2022			26,000.00
		(2-Breakfast/2-Lunch/ 1-Dinner/2-Snacks)			-
		XX			
					70,800.00
Purpose: Accommodation and meals for HRPSO officials and staff participating in the 2022 HRPSO Team Building Activity on 12-13 May 2022					
Requested by:			Approved by:		
Signature : <i>Maria Araceli Z. Cawaling</i>			Signature : <i>Jennifer L. Timbol</i>		
Printed Name : Maria Araceli Z. Cawaling			Atty. JENNIFER L. TIMBOL		
Designation : Administrative Assistant III			Director IV		