

PURCHASE REQUEST

Entity Name: **CIVIL SERVICE COMMISSION**

Fund Cluster: *

Office/Section : OLA		PR No.: 2022-03-0149	Date: March 11, 2022		
		Responsibility Center Code :			
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	units	Desktop	10	24,793.60	247,936.00
	units	Laptop	10	41,392.00	413,920.00
✓	unit	Printer Laser colored	1	7,899.00	7,899.00
✓	boxes	Surgical masks 3 ply	50	300.00	15,000.00
	unit	Microwave	1	6,000.00	6,000.00
✓	unit	Oven Toaster	1	5,000.00	5,000.00
✓	pieces	Wireless Keyboard and Mouse(combo)	6	1,000.00	6,000.00
✓	pieces	Keyboard with wire	2	1,000.00	2,000.00
					703,755.00
Purpose: <u>for the use of Office for Legal Affairs</u>					
Requested by:		Approved by:			
Signature :	<i>Sherryl Marie Millora</i>		<i>Alma Flores</i>		
Printed Name :	SHERRYL MARIE MILLORA		ATTY. ALMA FLORES-FORONDA		
Designation :	Special Investigator IV		Director IV		

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