

PURCHASE REQUEST

Entity Name: DENR-PENRO, MAASIN CITY, SO. LEYTE Fund Cluster: 101
 Office/Section: PENRO Maasin City PR No.: 2020-09-053 Date: 9/11/2020
 Responsibility Center Code: 10-001-05-00051

Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	jar	Glue	6		
2	pcs.	Clip Backfold 32mm	24		
3	pcs.	Expanding envelop Plastic	30		
4	peks	Folder legal size	40		
5	pcs.	Correction Tape	12		
6	pcs.	Ball pen black	60		
7	btl.	Ink EPSON 003 black	10		
8	btl.	Ink HP 678 black	6		
9	pack	Index Card 4x6	1		
<u>No entry follows:</u>					

Purpose: For official used at PENR Office.

Requested by: *Leah S. Maceda*
 Signature: _____
 Printed Name: LEAH S. MACEDA
 Designation: AO IV/OIC, Supply Officer

Approved by: *Dario O. Suarez*
 Signature: _____
 Printed Name: ATTY. DARIO O. SUAREZ
 Designation: CENR Officer