



Republic of the Philippines  
Department of Environment and Natural Resources  
**Community Environment and Natural Resources Office**  
San Juan, Southern Leyte

**PURCHASE REQUEST**

Entity Name: DEMRFund Cluster: 101

		PR No.: 2023-03-037	21-Feb-23		
		Responsibility Center Code : 10-001-05-009-3			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	RMS.	BOND PAPER F4	50.00		
	RMS.	BOND PAPER A4	50.00		
	PCS.	BALLPEN	100.00		
	PCS.	CORRECTION TAPE	50		
	PCS.	NATIONAL FLAG	2.00		
	DZ.	SIGNPEN	13		
	PCS.	FOLDER LONG	500		
	BOX	SPECIAL PAPER	60		
	BTL.	INK BROTHER	4		
	BTL.	AIR FRESHENER	12.00		
	PCS.	STABILOBOS	50		
	PCS.	SCOTCHTAPE 1 INCH	50.00		
	PCS.	MASKING TAPE 1 INCH	12		
	PCS.	PENCIL MONGOL	2		
	BXS.	RUBBER BAND	3		
	JAR	ELMERS GLUE	10		
	PCS.	KEYBOARD	8		
	PCS.	MOUSE	8		
	BXS.	STAPLE WIRE NO. 35	30		
	PCS.	BATTERY ENERGIZER DOUBLE AA	10		
	PCS.	BATTERY ENERGIZER AAA	10		
	ROLLS	ELECTRICAL TAPE	10		
	PCS.	BROOM TAMBOO	6		
	BXS.	PAPER CLIP	15		
	BUNCH	PLASTIC TWINE BIG	4		
Signature :			Approved by:		
Printed Name : <u>ARCHELLE M. SIBUNGA</u>			<u>Alexander R. Casco</u>		
Designation : <u>ADA VI / ADMIN. FOCAL PERSON</u>			<u>OIC/CENR OFFICER</u>		