Appendix 60

PURCHASE REQUEST

Entity Name: **PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY** **Fund Cluster:**

Office/Section: AFMD		PR No. 21-02-073 Responsibility Center Code:		Date: February 8, 2021	
Stock/Property No.	**Unit**	**Item Description**	**Quantity**	**Unit Cost**	**Total Cost**
		Rental/Lease of Black and White	3	72,000.00	**216,000.00**
		Multi-Function Copier			
		Specifications:			
		- Unlimited Service Call			
		- Free Spare Parts Replacement			
		- Worry Free (maintenance for the			
		duration of the contract)			
		- Free machine consumables such as			
		toner, drum, developer (except copy			
		paper).			
		- Free monthly preventive maintenance			
		- With 1% spoilage allowance			
		- Inclusive of 20,000 pages			
		P6,000/mo. X 12 months = P72,000			
		P72,000 x 3 units = P216,000			
			TOTAL		216,000.00

PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY QUEZON CITY RECEIVED Date: 2-9-2021 By: BAC SECRETARIAT

Purchase Request 21-02-073 budget is within the approved 2021 PPMP/APP Division BAC Secretariat 2/10/21 Date

Purpose: To photocopy official documents of the Central Office and the Office of the Auditor.

	Requested by:	Approved by:
Signature		
Printed Name	RHISA V. PEGENIA	ANNRAY V. RIVERA
Designation	OIC, AFMD	Deputy Executive Director III