


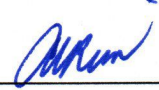
PURCHASE REQUEST

Entity Name: PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY

Fund Cluster: 101

Office/Section: AFMD		PR No.: 22-08-554		Date: August 25, 2022	
		Responsibility Center Code:			
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	can	Air freshener, aerosol type, at least 300ml per can	48	200.00	9,600.00
	pack	Battery, AA, super heavy duty carbon zinc batteries, 4pcs/pack	20	90.00	1,800.00
	pack	Battery, AAA, super heavy duty carbon zinc batteries, 4pcs/pack	20	105.00	2,100.00
	box	Binder clip, backfold, 19mm	30	15.00	450.00
	can	Disinfectant spray, AEROSOL type, at least 350g per can	24	260.00	6,240.00
	pc	Envelope, expanding, kraft, legal, with band (lock)	200	22.00	4,400.00
	pc	Folder, pressboard (expanding), white	100	14.00	1,400.00
	pc	Folder with finger ring, 76mm x 230mm x 380mm	500	120.00	60,000.00
	can	Furniture cleaner, aerosol type, at least 330ml per can	24	230.00	5,520.00
	box	Index tab, clear	30	70.00	2,100.00
	can	Insecticide, aerosol type, multi-insect killer, at least 500ml per can	24	290.00	6,960.00
	bottle	Liquid hand soap, at least 500ml	100	60.00	6,000.00
	pc	Whiteboard marker, black	36	25.00	900.00
	pc	Notebook, stenographer	100	20.00	2,000.00
	box	Paper clip, vinyl/plastic coated, 33mm	50	22.00	1,100.00
	box	Paper clip, vinyl/plastic coated, 50mm	20	35.00	700.00
	pc	Ballpen, retractable, black	96	15.00	1,440.00
	pc	Ballpen, retractable, blue	96	15.00	1,440.00
	book	Record book, 500 pages	18	85.00	1,530.00
	pair	Scissors, heavy duty at least 6" stainless blade	5	120.00	600.00
	pc	Sign pen, 0.7mm liquid gel ball, metal point, black	60	90.00	5,400.00
	pc	Sign pen, 0.7mm liquid gel ball, metal point, blue	60	90.00	5,400.00
	box	Staple wire, standard, # 35	30	40.00	1,200.00
	pc	Staple wire remover, plier type, heavy duty	20	25.00	500.00
	pad	Stick-on notes, 3x3"	20	23.00	460.00
	box	Surgical mask, 3-ply, FDA approved	400	50.00	20,000.00
	roll	Tape, packaging, brown, 48mm, heavy duty	36	55.00	1,980.00
	roll	Tape, transparent, 24mm	36	36.00	1,296.00
	pc	Bulb, LED, 8 watts, white	50	110.00	5,500.00
	pack	Tissue paper, 3-ply, at least 8 rolls/pack	256	130.00	33,280.00
TOTAL					191,296.00

Purpose: Office supplies to be purchased outside Procurement Service.

Signature	Requested by:	Approved by:
		
Printed Name	MA. VICTORIA L. RIVERA	ANN RAY V. RIVERA
Designation	Chief, AFMD	Deputy Executive Director