Republic of the Philippines
Tabuk City, Kalinga

PURCHASE REQUEST

Entity Name: KALINGA STATE UNIVERSITY **Fund Cluster:** _____

Office/Section : QUALITY ASSURANCE		PR No.: 2020-02-0126 Responsibility Center Code :		Date: FEBRUARY 28, 2020	
Stock/ Property No.	**Unit**	**Item Description**	Quantity	**Unit Cost**	**Total Cost**
1	packs	Linen Board, 180gsm, 10pcs/pack, Legal, White	100	70.00	7,000.00
2	reams	PAPER, MULTICOPY, 80gsm, A4	20	190.00	3,800.00
3	reams	PAPER, Multi-Purpose (COPY), Legal size, 70gsm	40	202.21	8,088.40
4	reams	Book Paper, Short, 80gsm	20	230.00	4,600.00
5	boxes	Pencil, Lead with Eraser, 12 pieces per box	3	84.00	252.00
6	pcs	Folder, Tagboard, Legal, 100pcs/pack	150	6.00	900.00
7	bottles	Ink Cart, compatible for Epson Printer, T6641, Black	10	320.00	3,200.00
8	bottles	Ink Cart, compatible for Epson Printer, T6642, Cyan	5	320.00	1,600.00
9	bottles	Ink Cart, compatible for Epson Printer, T6643, Magen	5	320.00	1,600.00
10	bottles	Ink Cart, compatible for Epson Printer, T6644, Yellov	5	320.00	1,600.00
11	pcs	Flash Drive, 8GB capacity	80	150.00	12,000.00
12	pcs	Paper Bag, L/S	80	60.00	4,800.00
13	pcs	Tarpaulin, 5' x 8'	10	1,400.00	14,000.00
14	pcs	Lei, Kalinga Accent	80	250.00	20,000.00
15	packs	Unoy Rice	80	200.00	16,000.00
16	pcs	Sling Bag, Kalinga Weaving, for Women	50	850.00	42,500.00
		Size: L 11" x H 5"			
17	pcs	Sling Bag, Kalinga Weaving, for Men,	30	850.00	25,500.00
		Size: L 13.5" x H 12"			
18	pcs	Mug, Customized	80	250.00	20,000.00
		x-x-x-x-x-x-x-x-x-x-x-x-x-x-x			
					187,440.40

Purpose: For Accreditation 2020

	Requested by:	Approved by:
Signature :		
Printed Name	LORNA C. VALDEZ	EDUARDO T. BAGTANG, CPA, DBM
Designation :	Administrative Officer V	President