Appendix 60

Republic of the Philippines
Tabuk City, Kalinga

PURCHASE REQUEST

Entity Name: KALINGA STATE UNIVERSITY Fund Cluster: _____

Office/Section: LHS-EXT.	PR No.: 2020-09-0801	Date: Sept. 4, 2020
	Responsibility Center Code: _____	

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	unit	Sewing Machine, preferably Singer	1	14,950.00	14,950.00
2	unit	Edging Machine	1	14,950.00	14,950.00
3	rolls	Cloth, Semi Cotton, 50 yards/roll	7	5,500.00	38,500.00
4	rolls	Katsa, 50 yards/roll	7	5,200.00	36,400.00
5	rolls	Garter, 100 yards/roll	13	300.00	3,900.00
6	cone	Thread, T120 Globe, Cone	16	75.00	1,200.00
7	pcks	Thread, T120 Globe, Pcck	5	55.00	275.00
8	packs	Needle for Singer Machine, #16	6	45.00	270.00
9	pcs	Tailor Pencil	3	45.00	135.00
10	bars	Laundry Soap	3	28.00	84.00
11	packs	Needle, Assorted Sizes	2	30.00	60.00
12	pcs	Pencil, #2	2	8.00	16.00
		X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X			-
					-
					-
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					110,740.00

Purpose: For LHS-Face Mask Production

Requested by:

Signature: _____
Printed Name: LORNA G. VALDEZ
Designation: Admin Officer V/Head of the Procurement Services

Approved by:

EDUARDO T. BAGTANG, CPA, DBM
President