



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF TRANSPORTATION
 MARITIME INDUSTRY AUTHORITY
 STCW OFFICE



PURCHASE REQUEST

Office: **STCW OFFICE** PR No.: 2018-03-83 dtg FEB 2 2018
 Division/Section: **Administrative Services** SAI No.: _____
 Date Request: **21 February 2018**

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	copies	Lease of three (3) units Photocopying Machine with a minimum combined copies of 60,000 per month x 10 months	600,000	50 centavo	P300,000.00
		-x-x-x-nothing follows-x-x-x-			
		NOTE: For FY 2018 requirement			

INCLUDED IN THE APP for FY 2018

CONSUELO T. DELA CRUZ
 GSD-Procurement Section

Requisitioning Officer

Signature: _____
 Printed Name: **ATTY. VERA JOY S. BAN-EG**
 Designation: **OIC, OED/Deputy Executive Director, STCW Office**

Purpose: **For the official use of STCW Office**

CERTIFICATION

- FUNDS AVAILABLE
- NO FUNDS AVAILABLE

RALPH A. NARVAEZ
 Officer-In-Charge, Budget Division

Approved Disapproved

PR Approver _____
FELIPE A. JUDAN

Signature: _____
 Printed Name: _____
 Designation: **Officer-In-Charge, Financial Management Service**

Note:
 Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)

[Handwritten initials]
 2/27/18