PURCHASE REQUEST

Entity Name: **Department of Public Works and Highways**
Zambales 1st. District Engineering Office

Fund Cluster: ______________

Office/Section : PROCUREMENT UNIT		**PR No.:** 2024-12-348 **Responsibility Center Code :** ____________		**Date:** 12/02/2024	
Stock/ Property No.	**Unit**	**Item Description**	**Quantity**	**Unit Cost**	**Total Cost**
2024-348	cart	Toner C	6	24,970.00	149,820.00
	cart	Toner M	6	24,970.00	149,820.00
	cart	Toner Y	6	24,970.00	149,820.00
	cart	Toner K	6	13,200.00	79,200.00
		CHARGE TO: FUND 0110101 FY 2024 RA11975 REGULAR 2024 CURRENT STR2024-01-005880 DATED 01/30/2024 300219102331000. EAO / 50604030-02 MAWMA: WATER PC, PS, PACKAGE 2, SAN FELIPE, PAMA: P00838349162-EAO			
		Total Estimated Cost		P	**528,660.00**

Purpose:

Purchase of Toner for use in Xerox Machine of Procurement Unit of this district.

	Requested by:	Approved by:
Signature :		
Printed Name :	**LOURDES M. VILLAMIN**	**ALLAN N. LADINES**
Designation :	Chief, HRAS	OIC-District Engineer

APPROVED BUDGET FOR THE CONTRACT

Purchase of Toner for use in Xerox Machine of Procurement Unit of this district.

ITEM NO.	DESCRIPTION	QTY	UNIT	ESTIMATED DIRECT COST	MARK UP IN PERCENT		TOTAL MARK-UPS		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
					OCM	PROFIT	%	VALUE				
1	2	3	4	5	6	7	8	9	10	11	12	13
1	Toner C	6	cart	149,820.00							149,820.00	24,970.00
2	Toner M	6	cart	149,820.00							149,820.00	24,970.00
3	Toner Y	6	cart	149,820.00							149,820.00	24,970.00
4	Toner K	6	cart	79,200.00							79,200.00	13,200.00
	TOTAL			528,660.00							528,660.00	

Prepared/Submitted by:

LOURDES M. VILLAMIN
Chief, HRAS

Recommending Approval:

DENNIS A. NACIN
OIC-Assistant District Engineer

Approval:

ALLAN N. LADINES
OIC-District Engineer