

PURCHASE REQUEST

BAC
 DATE: 12/4/2020
 TIME: _____
 REC'D. BY: _____

Appendix 60

Entity Name: DSWD

2020-12-2356

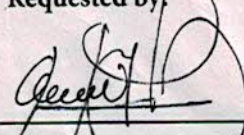
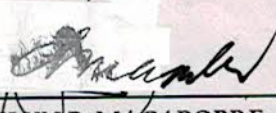
Fund Cluster: _____

Office/Section: <u>Accounting</u>	PR No.: _____	Date: <u>December 04, 2020</u>
Responsibility Center Code: _____		

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pax	Board and Lodging with the following inclusions: 3 buffet meals with 2 snacks Breakfast, Lunch & Dinner, AM & PM Snacks Accommodation: * Air Conditioned bedrooms with: Triple Room Sharing 1 person 1 bed policy; strictly no sharing of bed; with complete toiletries Function Room: * One plenary well-ventilated aircon function room to accommodate participants twice the number of the total target participants including training team * Internet connectivity * Welcome streamer and backdrop * 1 LCD projector with wide screen * PA system with 2 wireless microphones * Audiojack and extension cords * Movable Tables and Chairs (arrangements should observe physical distancing) * Flip board and white board available open Minimum health and safety standards: * Temperature Scanner upon entry; hand washing facility; alcohol disinfectant; Foot bath; basic first aid and medicine kit for diarrhea, allergy, hypertension, headache, cold and hyperacidity; PWD compliant facilities. 24 Hour security Note: No usage of plastic and disposable serving items e.g. coffee stirrer, coffee cups, styrofoam box, spoon and fork, ****Nothing Follows****	40	1 500.00	60,000.00
		TOTAL			60,000.00

FINANCE MANAGEMENT DIVISION
FUNDS AVAILABLE
 BUDGET SECTION: _____
 DATE: 12/07/2020
 REF: 32010200001000 SFR DRF
RA11465 GAA CY 2020
SD 202010

Purpose: Workshop on the preparation of Finance Year-End Report
Re: Supplemental Feeding Implementation and other Special Projects.
on December 17-18, 2020 at Iloilo Province

<p>Requested by: _____</p> <p>Signature: </p> <p>Printed Name: <u>ROLDAN V. PROVENDIDO, JR.</u></p> <p>Designation: <u>ACCOUNTANT III, FMD-CHIEF</u></p>	<p>Approved: _____</p> <p> <u>12.9.2020</u></p> <p><u>M.A. EVELYN B. MACAPOBRE, CESO III</u> Regional Director</p>
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