

PURCHASE REQUEST

Appendix 60
 DATE: 12/11/2020
 TIME: 4:57
 REC'D BY:

Entity Name: _____

Fund Cluster: _____

Office/Section: DSWD ADMIN PR No.: 2020-12-2418 Date: 12/11/2020
 Responsibility Center Code: _____

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	job	LABOR			
		Replace brake pads	2	450.00	900.00
		Replace brake shoe	2	550.00	1,100.00
		Replace axle oil seal	2	700.00	1,400.00
		PARTS / MATERIALS			
		Brake pads set	1	2,800.00	2,800.00
		Brake Shoe set	1	3,100.00	3,100.00
		Axle Oil Seal	2	950.00	1,900.00
		Headlight Bulb	2	850.00	1,700.00
TOTAL					12,900.00

FINANCE AND ACCOUNTS DIVISION
FUNDS AVAILABLE
 BUDGET SECTION: 2020
 DATE: 12/11/2020
 REF: 100000100001000

DSWD FIELD OFFICE VI
 BIDS & AWARDS COMMITTEE
 PROC # 2020-12-1139
 DATE PROC: _____ TIME: _____
 REC'D BY: _____

*RA 11461 GRA CY 2020
 50243060-01*

ADA VERONICA C. GREGIA
 PDO III

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Purpose: Preventive Maintenance of 1 unit FORD EVEREST with Plate # 060110

Requested by:
 Signature:
 Printed Name: RYAN A. DELA GENTE
 Designation: Chief Administrative Officer

Approved by:

MA. EVELYN B. MACAPOBRE, CESO III
 Regional Director