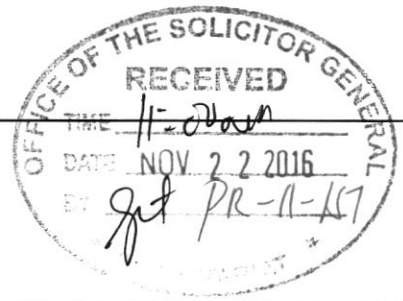
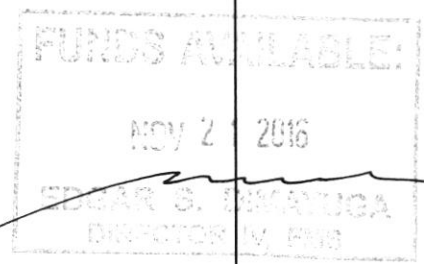


PURCHASE REQUEST
OFFICE OF THE SOLICITOR GENERAL
 (Agency)



Department: **ADMINISTRATIVE DIVISION** PR No. 016-11-400 Date: Nov. 18, 2016
 Section: SAI No. _____ Date _____

Stock No.	Unit	Item Description	Qty	Estimated	
				Unit Cost	Total Cost
		Annual Rental of Digital Photocopying Machines - min of 34 units with network printer and scanner - Maximum rate of 0.60 per copy - 12% VAT inclusive - No maximum copy volume requirement - With two (2) regular full-time technician from Monday to Friday Attachments: Certificate of Availability of Funds Approved Terms of Reference		Php 3,360,000.00	Php 3,360,000.00



Amount in Words	Three Million Three Hundred Sixty Thousand Pesos		Php 3,360,000.00
Purpose:	For Public Bidding		
	Prepared By:	Recommending Approval:	Approved by:
Signature:			
Printed Name:	ANNABELLE P. CRUZ	ROSALINDA C. IBARRA	JOSE C. CALIDA
Designation	AO V	Supervising Administrative Officer	Solicitor General