

**PURCHASE REQUEST**  
**OFFICE OF THE SOLICITOR GENERAL**  
 (Agency)

Department: **Administrative Division** PR No. 09-11-413 Date: 11/27/2019  
 Section: SAI No. \_\_\_\_\_

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	reams	<b>Purchases of:</b> Copy Paper with OSG print at the back One (1) color print, blue Minimum: Sub. 20, 70 gsm. Size: 8.5" x 13"	17,490	Php 205.00	Php 3,585,450.00
	reams	Copy Paper with OSG print at the back One (1) color print, blue Minimum: Sub. 20, 70 gsm. Size: 8.5" x 11"	1500	Php 185.88	Php 278,820.00
					<hr/> 3,864,270.00
<i>Attached: Terms of Reference (TOR)</i>					

**OFFICE OF THE SOLICITOR GENERAL**  
**RECEIVED**  
 NOV 27 2019  
 Time: 4:57 pm  
 Control No: \_\_\_\_\_

Amount in Words: **Three Million Eight Hundred Sixty-Four Thousand Two Hundred Seventy Pesos** Php **3,864,270.00**

Purpose: **For Public Bidding**

Prepared By:	Recommending Approval:	Approved by:
		
<b>EDWIN M. BAGOS</b>	<b>ROSALINDA C. IBARRA</b>	<b>JOSE C. CALIDA</b>
Senior Administrative Assistant III	Director IV, HRMAS	Solicitor General