PURCHASE REQUEST

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

Fund Cluster: ____________

Office/Section : Administrative Section	PR No.: 2024-09-251 Responsibility Center Code : ____________		Date: 09/18/2024		
Stock/ Property No.	**Unit**	**Item Description**	**Quantity**	**Unit Cost**	**Total Cost**
2024-251	pcs.	Kyocera Toner TK-8349K for Taskalfa 2552CI	3	9,784.50	29,353.50
	pcs.	Kyocera Toner TK-8349C for Taskalfa 2552CI	3	17,660.50	52,981.50
	pcs.	Kyocera Toner TK-8349M for Taskalfa 2552CI	3	17,660.50	52,981.50
	pcs.	Kyocera Toner TK-8349Y for Taskalfa 2552CI	3	17,660.50	52,981.50
		SR 2024-01-005755 6329000. EAO SANTO TOMAS RIVER FC, US, PACKAGE 8 CHARGE TO: FUND 01101101 FY 2024 RA 11975 REGULAR 2024 CURRENT SR2024-01-005755 DATED 01/30/2024 320102106329000. EAO/ 50604030-02 SANTO TOMAS RIVER FC, UPSTREAM, PACKAGE 8, SAN NARCISO, POMA: P00821274U2- EAO			
		Total Estimated Cost		P	188,298.00

Purpose:

Purchase of Ink Toner for use in Copier Machines of various Section of this district.

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

APPROVED BUDGET FOR THE CONTRACT

Purchase of Ink Toner for use in Copier Machines of various Section 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	Kyocera Toner TK-8349K for Taskalfa 2552CI	3	pcs.	29,353.50							29,353.50	9,784.50
2	Kyocera Toner TK-8349C for Taskalfa 2552CI	3	pcs.	52,981.50							52,981.50	17,660.50
3	Kyocera Toner TK-8349M for Taskalfa 2552CI	3	pcs.	52,981.50							52,981.50	17,660.50
4	Kyocera Toner TK-8349Y for Taskalfa 2552CI	3	pcs.	52,981.50							52,981.50	17,660.50
	TOTAL			188,298.00							188,298.00	

Prepared/Submitted by:

LOURDES M. VILLAMIN
OIC-Chief, HRAS

Recommending Approval:

DENNIS A. NACIN
OIC-Assistant District Engineer

Approval:

ALLAN N. LADINES
OIC-District Engineer