



PURCHASE REQUEST

23-0062

Entity Name: Governance Commission for GOCCs

Fund Cluster: 01

Office/Section: <u>Administrative and Finance Office</u>		PR No.: _____		Date: <u>20 November 2023</u>	
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Lot	Supply and Delivery of Twelve (12) Pieces High Back Faux Leather Executive Chairs	1		98,000.00
		Technical Specifications:			
		High Back Faux Leather Executive Chairs - 12 Pieces Coverings: Thick Foam Leatherette Color: Black Back Width: At least 51 cm Backrest Height: At least 73 cm Seat Height: 44-58 cm Seat Width: At least 52 cm Seat Depth: At least 49-51 cm Base Size: At least 60 cm Caster Type: Polyurethane Maximum Weight Capacity: At least 100 kgs. Features: Curved Armrest Upholstered with Leatherette, Tilt lock function, Pneumatic Height Adjustment, 360 Swivel Function			
		Terms:			
		1. Inclusive of delivery charge.			
		2. All items should be delivered within ten (10) working days upon the receipt of Purchase Order.			
		3. Replacement of defective item to GCG without additional charge.			
		4. GCG shall be given twenty (20) working days upon submission of complete billing documents for payment processing.			
		Nothing Follows			
					98,000.00
Purpose: <u>To be used by GCG officials and visitors in the GCG Main Office Training Room during meetings.</u>					
Requested by:		Approved by:			
Signature : <u>[Signature]</u>		Signature : <u>[Signature]</u>			
Printed Name : <u>Teodoro Arsenio F. Paggabao</u>		Printed Name : <u>Raul T. Abad</u>			
Designation : <u>OIC - Chief Administrative Officer - Admin.</u>		Designation : <u>OIC - Director IV - AFO</u>			

GOVERNANCE COMMISSION FOR GOCCs
 ALLOTTED
 R.A. No. 1936 AREA SAPO # _____
 Fund Available: General () Special () Trust ()
 Function Project 100010001
5020322001 - Semi-Expendable
& Equipment Expense
Furniture & Fixture

GCG PMD Received by: Meilba Moral
 Receipt date: 24 Nov. 2023