



# PURCHASE REQUEST

**UNIVERSITY OF RIZAL SYSTEM**  
(Agency)

<b>Department:</b> Gender and Devopment Unit	<b>PR. No:</b> 2025-12-1949	<b>Date:</b> 2025/12/09
<b>Section:</b> University Level	<b>SAI No.:</b>	<b>Date:</b>

**Responsibility Center Code:** 08-042-00-00000-01-01-05

Stock No.	Unit	Item Description	Quantity	Estimated Unit Cost	Estimated Total Cost
1	pax(s)	PM Snacks- Cheese Burger and Softdrinks	1000	₱ 80.00	₱ 80,000.00
2	pax(s)	Dinner - Rice, Pork Asado, Chicken Fillet, Cheesy Vegetable, Mango Tapioca, Ice tea	1000	₱ 330.00	₱ 330,000.00
3	bottle(s)	Bottled Water	1000	₱ 10.00	₱ 10,000.00

\*\*\*nothing follows\*\*\*

## PROCUREMENT UNIT

- ☐ Included in PPMP  
☐ Not Included in PPMP

Others: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

## BUDGET UNIT

Control No. \_\_\_\_\_ Date \_\_\_\_\_

Funds Available P \_\_\_\_\_

Chargeable to \_\_\_\_\_

Signature \_\_\_\_\_

			TOTAL	₱ 420,000.00
Purpose:	Food for the 2025 University-wide Thanksgiving Program			
	Requested By:	Recommending Approval:	Approved By:	
Signature:				
Name:	WILHELMINA P. MASINSIN , PH.D. RPM	MARVIN P. AMOIN Ph. D	NANCY T. PASCUAL Ed D, RGC	
Designation	HEAD, GAD CENTER	Vice President for Administration and Finance	UNIVERSITY PRESIDENT	