

University of the Philippines Manila
PROCUREMENT OFFICE

CHECKLIST OF REQUIREMENTS FOR PROCUREMENT
(GOODS)

PROJECT TITLE: Refrigerated Centrifuge for Biochemical
Laboratory.

END-USER: IHG

PR No. 10387

- ☒ PURCHASE REQUEST
- ☒ Complete description (Quantity, Unit, Unit Cost and Total Amount.
 - ☒ Specifications.
 - ☐ Terms and Conditions (e.g. warranty and delivery period.
 - ☒ Signature of End-User.
 - ☒ VCA
 - ☐ [N/A] PGH Director
 - ☐ [N/A] Chancellor

☒ Budget Clearance: ABC 900,000.00

☒ Fund Source: 2040101000-184-142

☒ Inclusion in the APP/SPPMP

Mode of Procurement :

- ☐ For Public Bidding (BAC III)
- ☒ Alternative Mode : *APR 3*
- ☒ Small Value (Procuring Unit/End-User)
 - ☐ Shopping
 - ☐ Direct Contrating due to _____
 - ☐ _____

Other instructions/remarks:

Miladilla A. Santiago
MILADILLA A. SANTIAGO, MPA

Director I

Date: *26 Sept 2020*



UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR
VAT Reg. TIN: 000-864-006-000

NIH161000 TSC7

Purchase Request

Entity name: UP Manila

Fund Cluster: 07

PPMP No.:

Office/Section: UPM Institute of Human Genetics		PR No.: 10387 Responsibility Center Code: MA04091001 - D0000096		Date: January 24, 2020	
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	unit	Refrigerated Centrifuge, Max. Speed: 15000 / 16000 rpm Max. RCF: 21379 / 24325 xg Max. Volume: 6 x 250 ml Speed range: 200 - 15000 / 16000 rpm Temperature range: -20°C to 40°C Running time: 99 h 59 min / 59 min 50 s in 1 min / 10 s increments Accessories: with rotor/ bucket and adapter with rotor/ bucket and screw cap.	1	900,000.00	900,000.00
Grand Total					900,000.00
Purpose: For Biochemical Laboratory					

FUND AVAILABLE FOR: 900,000.00

CHARGEABLE AGAINST: 2040101000-182142

ACCOUNTING OFFICER
U.P. MANILA

9/14/20

* RE-PRINTED COPY - (MISSING PR)

Certified that all items listed on the
Purchase Request No. 10387 are included
on 2020 Annual Procurement Plan submitted by
UP Manila NIH-IHG.
Mode of Procurement: Small Value Procurement

Princess B. De la Cruz
Administrative Officer V

Non-common -
Lab Supply

NOTED AS TO MODE OF PROCUREMENT

MILADILLA A. SANTIAGO, MPA
Director, UPM - Procurement Office

Feb. 9/08/2020

Requested by:

Approved by:

Signature:
Printed Name:
Designation:

Alcausin, Dr. Maria Melanie Liberty
OIC- IHG Director

Samaniego, Dr. Arlene Alcid, MD
Vice Chancellor for Administration

SEP 21 2020

Report generated with UP eBusiness Suite Release 12 on September 1, 2020 13:04:09

Office of the Vice Chancellor
for Administration, UP Manila
Received by: SEP 21 2020
Date/Time:

RECEIVED
Elmer
DATE/TIME: 9-24-20 9:09AM

2:48 9/22/2020
UPM - Procurement Office
RECEIVED
OFFICE OF THE VICE CHANCELLOR
Office Aide (IO)