



UNIVERSITY OF THE PHILIPPINES
MANILA

Taft Avenue, Manila, Metro Manila, NCR
VAT Reg. TIN: 000-864-006-00005

URGENT

Purchase Request

Entity Name: UP Manila

Fund Cluster: 05

PPMP No.:

Office/Section: UPM Procurement Management Office	PR No.: 20010 <i>Feb 15 2023</i> Responsibility Center Code: MA03046001 --	Date: Jan 18, 2023
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Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
UPM-0727	pc	Ink Cartridge, LC3619XL Black	8	2,500.00	20,000.00
UPM-0730	pc	Ink Cartridge, LC3619XL Cyan	8	1,800.00	14,400.00
UPM-0729	pc	Ink Cartridge, LC3619XL Magenta	8	1,800.00	14,400.00
UPM-0728	pc	Ink Cartridge, LC3619XL Yellow	8	1,800.00	14,400.00
UPM-1200	btl	Ink bottle EPSON 003, Black for EPSON L5290 Printer	4	300.00	1,200.00
UPM-1201	btl	Ink bottle EPSON 003, Cyan for EPSON L5290 Printer	4	300.00	1,200.00
UPM-1203	btl	Ink bottle EPSON 003, Magenta for EPSON L5290 Printer	4	300.00	1,200.00
UPM-1202	btl	Ink bottle EPSON 003, Yellow for EPSON L5290 Printer	4	300.00	1,200.00
Grand Total					68,000.00

Purpose: for Procurement Management Office (not available at PS) - Ink cartridges

Certified that all items listed in Purchase Request No. 20010 were included in the 2023 Annual Procurement Plan submitted by UP Manila.
Mode of Procurement: SHOPPING

[Signature]
MELFRED L. HERNANDEZ, M.D.
OIC, UPM Procurement Management Office *1-18/23*

BUDGET CLEARANCE

Fund Source: PR-4F-23.026
Approved Amount: ₱ 68,000.00

[Signature]
LOVELLE C. SAGUID
Chief Budget Officer, UPM
Date: _____

for reference

Signature:	Requested by: <i>[Signature]</i>	Approved by: <i>[Signature]</i>
Printed Name: Hernandez, Dr. Melfred Luna		Maniego, Dr. Arlene Alicia, MD
Designation: OIC, Procurement Management Office		Vice Chancellor for Administration

UP Manila Procurement Management Office generated with UP eBusiness Suite Release 12 on January 18, 2023 8:52:24

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Feb 15 2023
SPENCER D. SESE
for CANVAS