**臺中市政府新聞局粘貼憑證用紙**

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| **單 據 編 號** | **簽 證**  **編 號** | |  | **金 額** | | | | | | | | | | | | **用 途 說 明** | |
|  | **預 算 科 目** | | | **十億** | | **億** | **千萬** | **百萬** | **十萬** | **萬** | **千** | | **百** | **十** | **元** |  | |
| **年度：** | | |  | |  |  |  |  |  |  | |  |  |  |
| **採 購 單 位** | | **驗 收 或 證 明** | | | **財物（產）登記** | | | | | | | **會 計 室** | | | | | **局 長** |
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**憑 證 粘 貼 線**

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| **請 購 單 年 月 日** | | | | | | | | | |
| **請 購 單 位 填 列** | | | | | | **採 購 單 位 估 價** | | | **附 註** |
| **品 名** | **規 格** | | **單 位** | | **數 量** | **單 價** | **總 價** | |  |
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| **合 計** | | | | | | |  | |
| **1.本案係小額採購案件，依「中央機關未達公告金額採購招標辦法」第五條規定辦理。**  **2.本案經詢價擬以 元交由 辦理，並經交貨驗收合格後付款。** | | | | | | | | | |
| **請 購 單 位** | | **採 購 單 位** | | **會 計 室** | | | | **局 長** | |
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