



07-0527



RECEIVED
DATE: 7/1/2021
BY: [Signature]
TIME: 12:00 PM
CITY PLANNING & DEVELOPMENT OFFICE
TACLOBAN CITY

PURCHASE REQUEST

Office/Dept:			CITY SOCIAL WELFARE & DEVELOPMENT OFFICE		PR No.	201-606	July 5, 2021	
Section:			CITY BUDGET OFFICE		SAI No.			
			RECEIVED: DATE	TIME	RIS No.	01-606	July 5, 2021	
ITEM NO.	QTY.	UNIT	PARTICULAR	RELEASED: DATE	TIME	Stock No.	Estimated Unit Cost	Estimated Total Cost
1	10	btl	Alcohol, 70%, 500ml, Isoprophyll	7/1/21	9:27		125.00	1,250.00
2	3	can	Air Freshener, aerosol, 280ml/150g min				230.00	690.00
3	5	packs	Cartolina Assorted colors, 20's/pack, 78 gsm				120.00	600.00
4	10	box	Paper Fastener, metal, 70mm between prongs				48.00	480.00
5	10	set	Marker Fluorescent, 3 colors per set				138.00	1,380.00
6	10	pcs	Marker, whiteboard, blackfelt tip				42.00	420.00
7	10	pcs	Marker, permanent black, bullet type				44.00	440.00
8	10	pcs	Marker, permanent blue, bullet type				44.00	440.00
9	10	box	Paper Clip, vinyl/plastic coat, length 32mm				20.00	200.00
10	10	box	Paper Clip, vinyl/plastic coat, length 48mm				28.00	280.00
11	10	ream	Paper Multicopy, 80gsm:210mmx297mm				310.00	3,100.00
12	10	ream	Paper Multicopy, 80gsm:216mmx330mm				323.00	3,230.00
13	10	ream	Paper Multipurpose, A4 70gsm				322.00	3,220.00
14	16	ream	Paper Multipurpose, legal 70gsm				344.00	5,504.00
15	5	ream	Paper, parchment size:210x297mm, multipurpose				344.00	1,720.00
16	1	box	Rubber band, 70mm min lay flat length (#18)				240.00	240.00
17	15	pcs	Sign Pen, black, liquid/gel ink, 0.5mm needle tip				30.00	450.00
18	15	pcs	Sign Pen, blue, liquid/gel ink, 0.5mm needle tip				30.00	450.00
19	5	box	Staple Wire, standard (26/6)				45.00	225.00
20	10	pcs	Tape, masking tape width:24mm				40.00	400.00
21	5	pcs	Tape, masking tape width:48mm				70.00	350.00
22	10	pcs	Tape, transparent, width: 24mm				33.00	330.00
23	3	pcs	Tape, transparent, width: 48mm				42.00	126.00
24	10	packs	Tissue Paper, toilet 2ply sheets, 150pulp				124.00	1,240.00
25	2	box	Pen, ballpen, black 0.5mm, 50's/box				405.00	810.00
26	2	box	Pen, ballpen, blue 0.5mm, 50's/box				405.00	810.00
27	10	packs	Construction Paper, 20's/pack, asstd colors				35.00	350.00
28	5	packs	Specialty Paper, long, 10's/pad				35.00	175.00
29	5	packs	Specialty Paper, short, 10's/pad				35.00	175.00
30	6	jar	Glue, all purpose, grs weight 200g				62.00	372.00
31	50	pcs	Manila Paper				6.00	300.00

CITY BUDGET OFFICE

FUND CODE: 100
OFFICE CODE: 701

EXPENSE/ALLOT CODE: C-02-99-990-604

FUNDS AVAILABLE: 29,757.00

07-7611-2043

VICENTE L. BY, III
CITY BUDGET OFFICE

FUNDS AVAILABLE AS TO EXISTENCE OF ALLOTMENT

CHECKED BY: [Signature]
DATE: 05 JUL 2021

MR. JAVIS CLAIRE S. CANTA
City Planning & Development Coordinator

CITY PLANNING & DEVT. OFFICE

REFERENCE CODE: 200-500-2-1-16-005

AMOUNT ALLOCATED: 20,087.00

PURPOSE: Above Items Office Supplies for various activities of Youth Welfare Program
TOTAL: 29,757.00

<p>Requested by:</p> <p>Signature: [Signature]</p> <p>Printed Name: FE CHONA A. BAHIN, RSW</p> <p>Position: City Social Welfare Officer</p>	<p>Fund Availability:</p> <p>Signature: [Signature]</p> <p>Printed Name: SALVADOR A. ABINA JR.</p> <p>Position: City Accountant</p>	<p>Approved by:</p> <p>Signature: [Signature]</p> <p>Printed Name: ALFRED S. ROMUALDEZ</p> <p>Position: City Mayor</p>
		<p>Fund Code: General Fund</p> <p>Acct. Code: 5-02-99-990-60</p> <p>Amount: 29,757.00</p>

CSWDO # 2021-080 / 06-28-2021