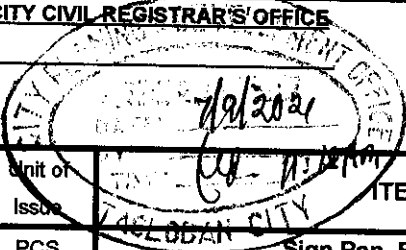


1/20
7-12-21

PURCHASE REQUEST
City Government of Tacloban
LGU



Department : **CITY CIVIL REGISTRAR'S OFFICE** PR No. 2021-012 Date: July 01 2021
 Section : _____ SAI No. _____ Date: _____
 RIS No. 021-012 Date: July 01 2021



Item No.	Qts.	Unit of Issue	ITEM DESCRIPTION	Estimated Unit Cost	Estimated Cost
1	120	PCS	Sign Pen, Black, 1.0mm, Gel Impact	156.00	18,720.00
2	100	PCS	Correction Tape, Film Base Type UL 6mm min, 5mm	49.00	4,900.00
3	10	BOXES	Envelope Mailing, Long, 500pcs/box, 80gsm	680.00	6,800.00
4	10	PACKS	Photo Paper, glossy A4 20pc	120.00	1,200.00
5	10	PACKS	Photo Paper, matte A4 20pc	120.00	1,200.00
6	20	PCS	Marker, Permanent, Felt Tip Black	45.00	900.00
7	10	DOZS	Ballpen, 0.5mm, 12's/box Black	75.00	750.00
8	50	PCS	Expanding, Folder, Green, Long	21.00	1,050.00
9	25	BTLS	Alcohol, 500ml, Ethyl, 68%-70%, Scented	122.00	3,050.00
10	5	KLS	Detergent Powder, 1 kl., All purpose	225.00	1,125.00
11	5	PACK	Toilet Deodorant Cake, 50gms, 3's/box	225.00	1,125.00
12	50	REAM	Paper, Multi-purpose, 70gsm, A4	260.00	13,000.00
13	20	REAM	Paper, Multi-purpose, 70gsm, Long	270.00	5,400.00
XXX NOTHING FOLLOWS XXX					

CITY GOVERNMENT OF TACLOBAN
CITY BUDGET OFFICE
2021-0957

RECEIVED: DATE: 7/12/21 TIME: 7:27
 RELEASED: DATE: 7/12/21 TIME: 8:54

CHECKED BY: NIJANETTE SANTOS
 DATE: 06 JUL 2021

Fifty-Nine thousand Two Hundred Twenty Pesos ONLY
TOTAL 59,220.00

Purpose: **FOR CCRO USE.**

Requested by:	Funds Available:	Approved by:
 IMELDA A. ROA City Civil Registrar Head Supply & Property Div. II	Fund ode: Office Code: Expense Acct. Code: Funds Available: SALVADOR A. ABINA JR. City Accountant Officer	BY THE AUTHORITY OF THE CITY MAYOR: ATTY. ANNALIZA A. QUILOPE CITY ADMINISTRATOR HON. ALFRED S. ROMUALDEZ City Mayor

EnP. JAVIS CLAIRE S. CANTA
 City Planning & Development Coordinator
 CITY PLANNING & DEVELOPMENT OFFICE
 FUND CODE: 100
 OFFICE CODE: 1051
 EXPENSE/ALLOT. CODE: 5-02-03-010
 FUNDS AVAILABLE: 759,220.00
 AT 2021-07-1051-2151

VICENTE L. DY, III
 CHIEF - CITY BUDGET OFFICE

CCRO/PROC. OF OFFICE SUPPLIES & MATERIALS (2021) OFFICE SUPPLIES
 MP 2021

FUNDS AVAILABLE AS TO EXISTENCE OF ALLOTMENT