



Republic of the Philippines
CITY GOVERNMENT OF TACLOBAN
LGU



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DATE: July 9, 2021
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TIME: 12:35 PM
CITY PLANNING & DEVELOPMENT OFFICE
TACLOBAN CITY

PURCHASE REQUEST

Office/Dept. City Social Welfare & Development Office				PR No. 700-620	July 9, 2021	
Section:				SAI No.		
				RIS No. M-620	July 9, 2021	
ITEM NO.	QTY.	UNIT	PARTICULAR	Stock No.	Estimated Unit Cost	Estimated Total Cost
1	30	can	Air Freshener, aerosol, 280ml/150g min		230.00	6,900.00
2	29	roll	Acetate, #3, 50 meters/roll		1,680.00	48,720.00
3	125	btl	Alcohol, isopropyl, 70%, 500ml		125.00	15,625.00
4	35	pack	Cartolina, white, 20's/pack, 78 gsm		120.00	4,200.00
5	35	pack	Cartolina, pink, 20's/pack, 78 gsm		120.00	4,200.00
6	35	pack	Cartolina, yellow green, 20's/pack, 78 gsm		120.00	4,200.00
7	35	pack	Cartolina, orange, 20's/pack, 78 gsm		120.00	4,200.00
8	35	pack	Cartolina, light blue, 20's/pack, 78 gsm		120.00	4,200.00
9	35	pack	Cartolina, red, 20's/pack, 78 gsm		120.00	4,200.00
10	75	pack	Construction Paper, 20's/pack, asstd colors, 78 gsm		35.00	2,625.00
11	60	pcs	Correction Tape, film base, 6m min, 5mm		33.00	1,980.00
12	55	box	Fastener, metal, 70mm between prongs		48.00	2,640.00
13	40	pack	Folder, tagboard, legal size, 100pcs/pack		650.00	26,000.00
14	40	box	Marker, permanent, black, bullet type 12s/box		528.00	21,120.00
15	20	box	Marker, permanent, blue, bullet type 12s/box		528.00	10,560.00
16	20	box	Marker, whiteboard, black, 12 s/box, felt tip		504.00	10,080.00
17	20	box	Marker, whiteboard, blue, 12 s/box, felt tip		504.00	10,080.00
18	53	box	Paper Clip, vinyl/plastic coat length:32mm min		20.00	1,060.00
19	35	box	Paper Clip, vinyl/plastic coat length:48mm min		28.00	980.00
20	100	pcs	Paper, Manila Paper		6.00	600.00
21	52	ream	Paper, Multicopy, 80gsm, size:210mmx297mm		310.00	16,120.00
22	52	ream	Paper, Multicopy, 80gsm, size:216mmx330mm		323.00	16,796.00
23	52	ream	Paper, Multi-purpose A4 70gsm		322.00	16,744.00
24	52	ream	Paper, Multi-purpose, legal 70gsm		344.00	17,888.00
25	15	box	Pen, ballpen, black 0.5mm, 50's/box		405.00	6,075.00
26	15	box	Pen, ballpen, blue 0.5mm, 50's/box		405.00	6,075.00
27	10	box	Pen, ballpen, red 0.5mm, 50's/box		405.00	4,050.00
28	15	box	Pencil, lead with eraser, 12's/box		125.00	1,875.00
29	15	box	Rubber band, 70mm min lay flat length (#18)		240.00	3,600.00
30	20	box	Sign Pen, black, liquid/gel, 0.5mm needle tip, 12 pcs/box		360.00	7,200.00
31	10	box	Sign Pen, blue, liquid/gel, 0.5mm needle tip, 12 pcs/box		360.00	3,600.00
PURPOSE: Above Items Office Supplies for various activity of Maintenance of 72 Day Care Centers						
SUB-TOTAL:					284,193.00	

EnP. JANIS CLAIRE S. CANTA
City Planning & Development Office
City Planning & Development Coordinator

AIP REFERENCE CODE: 3000-500-2-1-16-004

AMOUNT ALLOCATED: ₱ 285,909.00

VERIFIED BY: [Signature]

CRUDO/MAINTENANCE OF 72 CHILD DEVT. CENTER (COC)

APR 2021

CSMOO # 2021 - 087 / 06-28-2021