



Republic of the Philippines  
 CITY GOVERNMENT OF TACLOBAN  
 LGU 07-624



# PURCHASE REQUEST

Office/Dept.		City Social Welfare & Development Office			PR No.	201-646	July 13, 2021
Section:					SAI No.		
ITEM NO.		QTY.	UNIT	PARTICULAR	Stock No.	Estimated Unit Cost	Estimated Total Cost
1		8	ream	Paper Multicopy, 80gsm, size:210mmx297mm		310.00	2,480.00
2		5	ream	Paper Multicopy, 80gsm, size:216mmx330mm		323.00	1,615.00
3		5	ream	Paper Multipurpose <input checked="" type="checkbox"/> , A4 70gsm		322.00	1,610.00
4		9	ream	Paper Multipurpose <input checked="" type="checkbox"/> , legal 70gsm		344.00	3,096.00
5		25	pcs	Certificate Holder Legal		128.00	3,200.00
6		25	pcs	Certificate Holder A4		110.00	2,750.00

**PURPOSE:** Above Items Office Supplies for various activity of Maintenance of CICAL Fourteen thousand Seven Hundred Fifty-One Pesos Only

**TOTAL:** 14,751.00

Requested by:	Fund Availability:	Approved by:
<i>[Signature]</i> FE CHONA A. BAHIN, RSW City Social Welfare Officer	<i>[Signature]</i> SALVADOR A. ABINA JR. City Accountant	<i>[Signature]</i> ALFRED S. ROMUALDEZ City Mayor
Fund Code: General Fund Acct. Code: 5-02-99-990-66 Amount: 14,751.00		BY THE AUTHORITY OF THE CITY MAYOR: ANNALISA A. GUILLOPE OIC-CITY ADMINISTRATOR

EnP. JAVIS CLAIRE S. CANTA  
 City Planning & Development Coordinator  
**CITY PLANNING & DEVT. OFFICE**  
 AIR REFERENCE CODE: 2000-500-2-1-16-006  
 AMOUNT ALLOCATED: ₱ 14,751.00  
 VERIFIED BY: L. Malacelid  
 CPD/M/MAINTENANCE OF CICAL & CAR  
 APR 2021

**CITY BUDGET OFFICE**  
 FUND CODE: 100  
 OFFICE CODE: 7611  
 EXP. LOT CODE: C. 02-99-990-66  
 FUNDS AVAILABLE: ₱ 14,751.00  
 2021-07-7611-2218 hi

VICENTE L. DY, III  
 OIC - CITY BUDGET OFFICE

**CITY ACCOUNTANT OFFICE**  
 RECEIVED  
 11:00  
 7/14/21

PLEASE TO  
 ALLOTMENT  
 900-65. Maint. of Children in Conflict with Law.

CSN DO # 2021-098 / 07-12-2021