

CITY GOVERNMENT OF TACLOBAN  
CITY BUDGET OFFICE  
RECEIVED: DATE 7/16/21 TIME 9:12 *grd*

07-630.



CITY ACCOUNTANT OFFICE  
**RECEIVED**  
TIME: 11:45  
DATE: 7-16-21  
Annex G-8

RELEASED: DATE 7/16/21 TIME 10:56 - JL  
2021-0985

**PURCHASE REQUEST**

CITY GOVERNMENT OF TACLOBAN

DEPT: **CITY HEALTH OFFICE** PR NO.: 2021-051 Date: July 15, 2021  
Section: **ADMIN. SECTION** ALOBS NO.: \_\_\_\_\_ Date: July 15, 2021  
CHO Control No. SAI NO.: 021-051

*7-19-21*  
*10:10*

Stock No.	Unit	Description	Quantity	UNIT PRICE	Remarks
1	reams	Paper, Multi-purpose A4, Size 210mm x 297mm	150	320.00	48,000
2	reams	Paper, Multi-purpose Legal, Size 216mm x 330mm	150	343.00	51,450
3	pcs	Ballpen, ballpoint, fine point, black	100	10.00	1,000
4	pcs	Highlighter, good quality	35	65.00	2,275
5	pcs	Correction TAPE, 8m	50	34.00	1,700
6	box	Folder long, good quality, No. 14, 100's/box	1	690.00	690
7	jar	Glue, all purpose, gross weight 200 gms	25	58.00	1,450
8	pcs	Sign pen, black, liquid gel ink	50	30.00	1,500
9	pcs	Sign pen, blue, liquid gel ink	50	30.00	1,500
10	pcs	Marker pen, pentel pen, permanent, black, red	25	45.00	1,125
11	boxes	Paper clip, small size, plastic coated	10	23.00	230
12	boxes	Paper clip, big size, plastic coated	10	24.00	240
13	boxes	Paper fastener, plastic, 25mm, 50 sets/box	10	42.00	420
14	boxes	Pencil, lead with eraser, 12 pcs/box	10	120.00	1,200
15	roll	Packing tape, brown, good quality 2" <i>gr</i>	30	57.00	1,710
16	roll	Scotch tape, 2" good quality	30	49.00	1,470
17	boxes	Staple wire No. 35, heavy duty	30	34.00	1,020
18	roll	Masking tape 3" good quality	30	88.00	2,640
19	pcs	Record book 500 pp. good quality 216mm x 279mm <i>gr</i>	25	144.00	3,600
20	pcs	Record book 300 pp. good quality 216mm x 279mm <i>gr</i>	25	114.00	2,850
21	pcs	White Board Marker pen, black, red	40	34.00	1,360
22	roll	Toilet paper 2 ply <i>gr</i>	100	25.00	2,500
23	pcs	Envelope, mailing, white, long	100	2.00	200
Charges: LGU MOOE: OFFICE SUPPLIES EXPENSES				<b>GRAND TOTAL:</b>	<b>130,130.00</b>

CHE CRISTINA TR. APP.  
JUANETTE SANTOS  
BAC Secretariat  
DATE: 15 JUL 2021

*One Hundred Thirty Thousand One Hundred Thirty Pesos On*

PURPOSE: FOR OFFICE AND ALL DISTRICT HEALTH CENTER USE

Requested by:	Fund Availability:	Approved by: CITY MAYOR
Signature: <i>[Signature]</i>	BY THE AUTHORITY OF: <i>[Signature]</i>	<i>[Signature]</i>
Printed Name: <u>GLORIA ENRIQUEZ - FABRIGAS MD, MPH, MHA</u> OIC - CITY HEALTH OFFICER	<u>SALVADOR A. ABINA, JR.</u> CITY ACCOUNT	<u>ALFRED S. ROMUALDEZ</u> CITY MAYOR
<i>[Signature]</i> Enr. JANIS CLAIRE S. CANTA City Planning & Development Coordinator	<i>[Signature]</i> 07/21/2021 City Accountant	19 JUL 2021 <i>[Signature]</i>

CITY PLANNING & DEV'T. OFFICE

AIP REFERENCE CODE: 3000-200-2-1-11-001  
AMOUNT ALLOCATED: ₱ 130,130.00  
VERIFIED BY: L. Bracalejo  
CHO/MOOE  
AIP 2021 Pg-62

CITY BUDGET OFFICE  
FUND CODE: 100  
OFFICE CODE: 4411  
EXPENSE/ALLOT. CODE: 5-02-03-010  
FUNDS AVAILABLE: ₱ 130,130.00

VICENTE L. DY, II  
CITY BUDGET OFFICE  
FUNDS AVAILABLE AS TO  
EXISTENCE OF ALLOTMENT

(2021) OFFICE SUPPLIES EXPENSES 2021-07-14-11-2310