



Republic of the Philippines  
**CITY GOVERNMENT OF TACLOBAN**  
 LGU



BT-655



# PURCHASE REQUEST

Office/Dept.		City Social Welfare & Development Office			PR No.	2021-177	July 22, 2021
Section:					SAI No.		
ITEM NO.	QTY.	UNIT	PARTICULAR	Stock No.	Estimated Unit Cost	Estimated Total Cost	
1	1	pc	Documentary Tray, 2 layers, plastic		390.00	390.00	
2	2	box	Paper Fastener, metal, 70mm		48.00	96.00	
3	1	box	Pen, Ballpen, black 0.5mm, 50's/box		405.00	405.00	
PURPOSE:				Above Items Office Supplies for various activity of Housing and Resettlement Program		PPID-5109	
TOTAL:						Eight Hundred Ninety-One Pesos Only. <b>891.00</b>	
Requested by:		Fund Availability:			Approved by:		
Signature		Fund Code: General Fund			BY		
Printed Name		Acct. Code: 5-02-99-990-70			AUTHORITY OF THE CITY MAYOR		
Position		Amount: 891.00			CITY ACCOUNTANT OFFICE		
FE CHONA A. BAHIN, RSW		SALVADOR A. ABINA JR.			CITY ADMINISTRATOR		
City Social Welfare Officer		City Accountant			ALFRED S. ROMUALDEZ		
					City Mayor		

ENP. JAVIS CLAIRE S. CANTA  
 City Planning & Development Office  
 AIP REFERENCE CODE: 3000-500-2-1-16-019  
 AMOUNT ALLOCATED: ₱ 891.00  
 VERIFIED BY: L. MACCA / *[Signature]*  
 COUNCIL/HOUSING & RESETTLEMENT WELFARE PROGRAM  
 MP 2021



CHECKED AND APP.  
 NJANETTE B. SANTOS  
 SAC Secretarial  
 DATE: 27 JUL 2021

CITY BUDGET OFFICE  
 FUND: 100  
 OFFICE: 7611  
 ACCOUNT: 5-02-99-990-70  
 AMOUNT: ₱ 891.00  
 2021-07-7611-2798 in

VICENTE L. DY, III  
 DIC - CITY BUDGET OFFICE  
 FUNDS AVAILABLE AS TO  
 EXISTENCE OF ALLOTMENT

SNDO # 2021-100 / 07-14-2021