

08-695

## PURCHASE REQUEST

City Government of Tacloban  
LGU

Department: SANGGUNIANG PANLUNGSOD

Section: SP SUPPLY

PR No.: 2021-699

SAI No.:

RIS No.: 011-699




Date: July 30, 2021

Date:

Date: July 30, 2021

Item No.	QTY.	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	125	bottles	ink cart, epon black #664	375.00	46,875.00
2	80	bottles	ink cart, epon cyan #664	375.00	30,000.00
3	80	bottles	ink cart, epon magenta #664	375.00	30,000.00
4	80	bottles	ink cart, epon yellow #664	375.00	30,000.00
XXXXXXXXXXXXXXXXXXXXXXX					
				<b>TOTAL</b>	<b>136,875.00</b>

Purpose: For the use of the Sangguniang Panlungsod.


<b>Requested By:</b>	<b>Fund Availability:</b>	<b>APPROVED BY:</b>
Signature:  Printed Name: <b>ARNEL A. RAVELO</b> Supply Officer Designate/Adm. Asst. III	Fund Code: Office Code: Expenses/ Acct.Code Fund Availability: Signature:  Printed Name: <b>SALVADOR A. ABINA JR.</b> City Accountant	Signature:  Printed Name: <b>HON. JERRY T. YAOKASIN</b> City Vice Mayor

OFFICE OF THE CITY ADMINISTRATOR

RECEIVED  
DATE: 7/30/2021  
TIME: 9:55

CITY PLANNING & DEVELOPMENT OFFICE  
RECEIVED  
DATE: 7/30/2021  
TIME: 9:00 AM



CHECKED BY:   
JANETTE B. SANTOS  
BACS Secretariat  
DATE: 30 JUL 2021

CITY GOVERNMENT OF TACLOBAN  
CITY BUDGET OFFICE 2021-1062  
RECEIVED: DATE 8/3/21 TIME 9:12  
RELEASED: DATE 8/3/21 TIME 12:00

One hundred thirty-six thousand  
Eight hundred seventy-five pesos only.

ENP. JANIS CLAVIRE S. SANTA  
City Planning & Development Coordinator  
CITY PLANNING & DEVELOPMENT OFFICE  
AIP REFERENCE NO. 1000-000-2-1-02-004  
AMOUNT ALLOTTED P 136,875.00  
VERIFIED BY: L. MARCAL  
SP/PROB. OF OFFICE SUPPLIES  
AIP 2021

CITY BUDGET OFFICE  
FUND CODE: 100  
OFFICE CODE: 1021  
EXPENSE ALLOT. CODE: 5-02-03-010  
FUNDS AVAILABLE: P 136,875.00  
(2021) AR 2021-08-1021-2971 9  
OFFICE SUPPLIES

VIGENTE L. OY...  
CIC - CITY BUDGET OFFICE

FUNDS AVAILABLE AS TO  
EXISTENCE OF ALLOTMENT

  
08/03/2021  
10:05 AM

CITY ACCOUNTANT OFFICE  
**RECEIVED**  
TIME: 1:20  
DATE: 8-3-21