



PURCHASE REQUEST
CITY GOVERNMENT OF TACLOBAN
LGU

786

CITY ADMINISTRATION
OFFICE
BY: [Signature]
DATE: 9-9-21
TIME: 1:30 PM

Department of: CMO			PR No. <u>2021-774</u>	Date: <u>August 25, 2021</u>	
Section:			SAI No.	Date:	
			RIS No. <u>021-774</u>	Date: <u>August 25, 2021</u>	
Item No.	Qts.	Unit/s	Item Description	Estimated Unit Cost	Estimated Cost
1	4	reams	Paper, specialty paper, Legal, 90gsm	1,140.00	4,560.00
2	2	reams	Paper, specialty paper, Short 90gsm	1,020.00	2,040.00
3	48	pcs.	Manila Paper	6.00	288.00
4	400	pcs.	Paper bag 16x12"	80.00	32,000.00
				TOTAL	38,888.00

PURPOSE: For the use of CLEP Training Program 2021 - Thirty eight thousand eight hundred

Requested by:	Fund Availability:	Approved by:
<u>[Signature]</u> RUENA M. MATE CLEP COORDINATOR		<u>eighty eight pesos only</u>
Signature: <u>[Signature]</u> Printed: ROSEMARIE LOPEZ Designated: OIC-Supply Officer	Fund Code: Office Code: Expense/Acct. Code: Fund Available:	BY THE AUTHORITY OF THE CITY MAYOR: <u>[Signature]</u> ATTY. ANNA Z. QUILOPE OIC-CITY ADMINISTRATOR HON. ALFRED S. ROMUALDEZ City Mayor
	<u>[Signature]</u> SALVADOR A. ABINA JR. City Accountant	

[Signature]
CHECKED AS TO APP.
REZA R. QUONATAN
DATE: 26 AUG 2021

CITY GOVERNMENT OF TACLOBAN
PP: 5249
CITY BUDGET OFFICE
RECEIVED: DATE 8/27/21 TIME 2:31
RELEASED: DATE 8/31/21 TIME 9:00
LM-1209

[Signature]
EnP. JANIS CLAIRE S. CANTA
CITY PLANNING & DEVELOPMENT OFFICE
A/P REFERENCE CODE: 1000-000-2-1-01-003-001
AMOUNT ALLOCATED: ₱ 38,888.00
VERIFIED BY: L-MATE/ld.
CMO/LIVELIHOOD PROGRAM
AP 2021

[Signature]
09/08/2021
8:25 AM

CITY BUDGET OFFICE
FUND CODE: 100
OFFICE CODE: 1011
EXPENSE/ACCT. CODE: F-02-99-990-107
AMOUNT: ₱ 38,888.00
PROJECT CODE: 420# 2021-04-1011-1208
(9A-120) LIVELIHOOD PROGRAM

[Signature]
V. A. L. L. O. Y. III
OIC-CITY BUDGET OFFICE
DATE: 9/1/21
TIME: 10:00 AM