



PURCHASE REQUEST



LGU

Department : CITY CIVIL REGISTRAR'S OFFICE

PR NO. : 2021-1023

Division :

PR Date : Nov 12, 2021

Item No.	Qty.	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	1	pc	HARD DRIVE (LAPTOP) :2.5, 1TB SEAGATE	3,500.00	3,500.00
2	1	pc	EXTERNAL HARD DRIVE : WD ELEMENTS 1TB	3,400.00	3,400.00
			xxxxx NOTHING FOLLOWS xxxxx		

CERTIFICATION
 (For Non-Common Supplies & Equipment)
THIS IS TO CERTIFY that the price(s) herein indicated is/are within the market price.

[Signature]
 _____ Date _____
 Department /Office Head

Six Thousand Nine Hundred Pesos Only
6,900.00

TOTAL AMOUNT

Purpose: For the use of CCRO Department.

	A Requested by:	B Cash Availability	C Approved by:
Signature:	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
Printed Name:	IMELDA A. ROA	ZOSIMA A. CORDAÑO	HON. ALFRED S. ROMUALDEZ
Designation:	City Civil Registrar	City Treasurer	City Mayor

CHECKED AS TO APP.
 JANETTE S. SANTOS
 SAC Secretariat
 DATE: 12 NOV 2021

CITY BUDGET OFFICE
 FUND CODE: 100
 OFFICE CODE: 1051
 EXPENSE ALLOT. CODE: 0-02-19-010
 FUNDS AVAILABLE: \$ 6,900.00
 (67) REPAIRS & MAINTENANCE - I.T. HARDWARE & SOFTWARE
 11/16/21
 VICENTE L. DY, III
 OIC - CITY BUDGET OFFICE
 FUNDS AVAILABLE TO EXISTENCE OF ALLOTMENT

CITY GOVERNMENT OF TAGLOBBAN
 1592 CITY BUDGET OFFICE
 RECEIVED: DATE 11/18/21 TIME 9:20
 RELEASED: DATE 11/15/21 TIME 10:57