



**PURCHASE REQUEST**  
City Government of Tacloban  
LGU



Department: CITY TREASURER'S OFFICE PR No. 2021-971 Oct. 22, 2021  
 Division: Supply Division PR Date: 021-971 Oct. 22, 2021

Item No.	Qts.	Unit of Issue	ITEM DESCRIPTION	Estimated	Estimated
				Unit Cost	Cost
1	200	pcs	Correction Tape	46.20	9,240.00
2	450	rolls	Tape Adding Machine rolls/packs 57mm.	68.40	30,780.00
3	65	box	Sign Pen 0.5mm black, 12 pcs/box My Gel	432.00	28,080.00
4	40	box	Sign Pen 0.5mm blue, 12 pcs/box My Gel	432.00	17,280.00
5	10	box	Sign Pen 0.5mm black, 12 pcs/box My Gel	432.00	4,320.00
6	3	box	Correction Fluid 12 pcs/box	540.00	1,620.00
7	57	roll	Scotch Tape 1"	40.80	2,325.60
8	145	bottle	Alcohol 500 ml 70% solution, ethyl scented	117.60	17,052.00
9	100	pcks	Toilet Tissue paper 2 ply 150 pulls 12's/packs	150.00	15,000.00
10	80	bxs	Paper Fastener	38.40	3,072.00
11	100	packs	Folder legal size (100's/rms) 14 pts	600.00	60,000.00
12	100	packs	Folder A4 size (100's/rms) 14 pts	540.00	54,000.00
13	60	box	Carbon Paper long, black	264.00	15,840.00
14	20	box	Carbon Paper long, blue	264.00	5,280.00
15	350	rms	Paper, S20 A4 80 gsm, multi-purpose	276.00	96,600.00
16	350	rms	Paper, S20 Legal 80 gsm, multi-purpose	288.00	100,800.00
17	50	box	Staple wire #35	51.60	2,580.00
18	9	box	Staple wire #5 20's/box	288.00	2,592.00
19	30	bxs	Binder Clip 3/4"	102.00	3,060.00
<b>TOTAL AMOUNT</b>					<b>469,521.60</b>

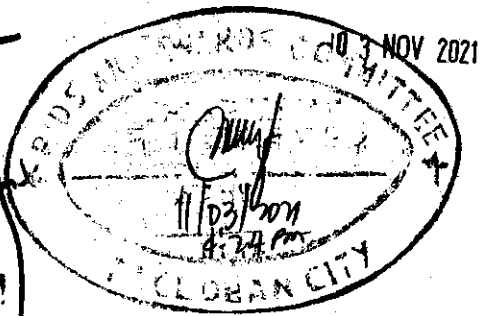
Purpose: for the use of City Treasurer's Office. Four hundred sixty nine thousand five hundred

A		Requested By:	B	Cash Availability	C	Approved by:
CERTIFIED included in the PMP						
Signature: <u>ZOSIMA A. CORDAÑO</u>			Signature: <u>ZOSIMA A. CORDAÑO</u>		BY THE AUTHORITY OF THE CITY MAYOR	
Printed Name: <u>CITY TREASURER, TACLOBAN CITY</u>			City Treasurer		Signature: <u>MARIVIC U. ADORNADO</u>	
Designation:					City Mayor	

*Twenty one pages & sixty centimes only of*

**CITY BUDGET OFFICE**

FUND CODE: 100  
 OFFICE CODE: 1091  
 EXPENSE/ALLOT. CODE: 5.02.07.010  
 FUNDS AVAILABLE: ₱ 469,521.60  
 2021-10-1091-7852



**VICENTE L. DY, III**  
 UIC - CITY BUDGET OFFICE

FUNDS AVAILABLE AS TO EXISTENCE OF ALLOTMENT

*755 - office Jompin*