



# PURCHASE REQUEST

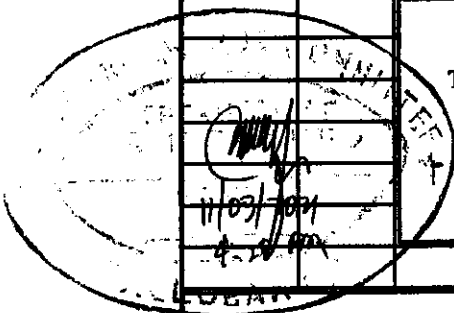
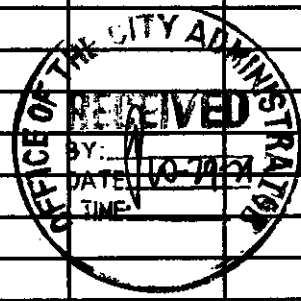
CITY GOVERNMENT OF TACLOBAN  
LGU

Department: CITY INTERNAL AUDIT SERVICE OFFICE PR No. 2021-994 October 28, 2021  
Division: \_\_\_\_\_ PR Date: 10-28-21 October 28, 2021

Item No.	Qty	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	1	unit	DRUM CARTRIDGE - for Fuji Xerox Docu Centre S2011	14,500.00	14,500.00

CITY GOVERNMENT OF TACLOBAN  
CITY BUDGET OFFICE  
RECEIVED: DATE 10-28-21 TIME 2:10  
RELEASED: DATE \_\_\_\_\_ TIME \_\_\_\_\_

CHECKED BY: [Signature]  
NJANETTE L. SANTOS  
SAC Secretariat  
DATE: OCT 2021



**CERTIFICATION**  
(For Non-Common Supplies & Equipment)  
THIS IS TO CERTIFY that the price(s) herein indicated is/are within the market price.  
[Signature]  
ELIZALDE A. TEO  
Department /Office Head  
(Printed Name & Signature)  
Date: 10-28-21

Fourteen Thousand Five Hundred Pesos Only.

TOTAL AMOUNT 14,500.00

Purpose: FOR THE USE OF INTERNAL AUDIT SERVICE OFFICE.

	A Requested by:	B Cash Availability:	C Approved by:
Signature:	<u>[Signature]</u>	<u>[Signature]</u>	BY THE AUTHORITY OF THE CITY MAYOR <u>[Signature]</u>
Printed Name:	ELIZALDE A. TEO	ZOSIMA CORDAÑO	ALFRED S. ROMUALDEZ
Designation:	OIC-Internal Audit Service	City Treasurer	City Mayor

**CITY BUDGET OFFICE**  
FUND CODE: 100  
OFFICE CODE: 1110  
EXPEN. ALLOT. CODE: 5-DR-99-990  
FUNDS AVAILABLE: 14,500.00  
2021-10-1110-7857

03 NOV 2021

for initial  
\* Sir Kim

[Signature]  
VICENTE L. DY, II  
OIC - CITY BUDGET OFFICE  
FUNDS AVAILABLE AS TO  
EXISTENCE OF ALLOTMENT

969 - Urban Moore