



Annex "A"

# PURCHASE REQUEST

CITY GOVERNMENT OF TACLOBAN

LGU

Department: CITY TREASURER'S OFFICE PR No. 2021-998  
 Division: SUPPLY DIVISION PR Date: October 28, 2021

| Item No.   | Qty | Unit of Issue | Item Description  | Estimated Unit Cost | Estimated Cost                     |
|--|-----|---------------|---|---------------------|------------------------------------|
| 1  | 20  | pcs           | Acrylic Plaque  | 3,850.00            | 77,000.00                          |
|  |     |               | Size: 9" HEIGHT   |                     |                                    |
|  |     |               | 4mm thickness   |                     |                                    |
|  |     |               | 5" width  |                     |                                    |
|  |     |               | Acrylic materials   |                     |                                    |
| <b>CERTIFICATION</b><br>(For Non-Common Supplies & Equipment)<br>THIS IS TO CERTIFY that the price(s) herein indicated is/are within the market price. |     |               |   |                     |                                    |
|  |     |               | <u>ZOSIMA A. CORDAÑO</u><br>Department /Office Head<br>(Printed Name & Signature) | Date                | Seventy-seven thousand pesos only. |
| <b>TOTAL AMOUNT</b>  |     |               |   |                     | 77,000.00                          |

Purpose: for the Awarding of Tax Payers

|               |          |  |          |  |          |  |
|---------------|----------|--|----------|--|----------|--|
|               | <b>A</b> | Requested by:  | <b>B</b> | Cash Availability:                         | <b>C</b> | Approved by:   |
| Signature:    |          | <u>ZOSIMA A. CORDAÑO</u><br>CERTIFIED included in the PPMP |          |  |          | BY THE AUTHORITY OF THE CITY MAYOR<br><u>ALFRED S. ROMUALDEZ</u><br>ATTY. ANNALIZA SAMUEL - GUILLOPE<br>OIC - City Administrator |
| Printed Name: |          | <u>ZOSIMA A. CORDAÑO</u><br>CITY TREASURER, TACLOBAN CITY  |          | <u>ZOSIMA A. CORDAÑO</u><br>City Treasurer |          | <u>ALFRED S. ROMUALDEZ</u><br>City Mayor   |
| Designation:  |          |  |          |  |          |  |

**CHECKED AND APP.**  
 NJANETTE B. SANTOS  
 BAC Secretariat  
 DATE: 11 OCT 2021

**CITY BUDGET OFFICE**  
 FUND CODE: 100  
 OFFICE CODE: 1091  
 EXPENSE/ALLOT. CODE: 5.02.99.990  
 FUNDS AVAILABLE: 77,000.00  
2021-11-1091-4097

CITY GOVERNMENT OF TACLOBAN  
 2021-1496 CITY BUDGET OFFICE  
 RECEIVED: DATE 11/2/21 TIME 3:34  
 RELEASED: DATE 11/19/21 TIME 10:49



VICENTE L. DY, III  
 OIC - CITY BUDGET OFFICE  
 FUNDS AVAILABLE AS TO EXISTENCE OF ALLOTMENT

960- HAW MODE