



PURCHASE REQUEST

CITY GOVERNMENT OF TACLOBAN

LGU

Department: **SANGGUNIANG PANLUNGSOD**

PR No: 2021-1021

Division:

PR Date: Nov 25, 2021

Item No.	QTY.	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	125	cart	ink cart, epson black # 664	375.00	46,875.00
2	80	cart	ink cart, epson cyan #664	375.00	30,000.00
3	80	cart	ink cart, epson magenta #664	375.00	30,000.00
4	80	cart	ink cart, epson yellow #664	375.00	30,000.00
CERTIFICATION (For Non-Common Supplies & Equipment) THIS IS TO CERTIFY that the price(s) herein indicated is/are within the market price.					
			<i>[Signature]</i> <u>ART. MAILA N. ANGRADE</u> Department Head (Printed Name & Signature)	Date	
TOTAL AMOUNT					136,875.00

Purpose: **FOR SANGGUNIANG PANLUNGSOD OFFICE SUPPLIES 2021**

One hundred thirty six thousand eight hundred seventy five pesos only

Charge to Office Supplies Expense

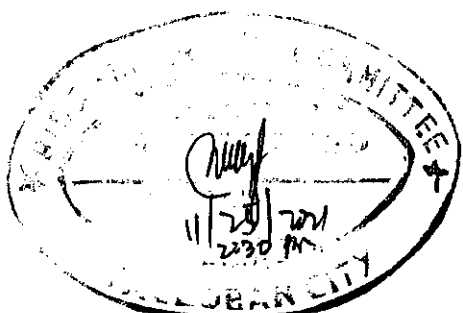
	A Request by:	B Cash Availability:	C APPROVED BY:
Signature	CERTIFIED included in the PPMP <i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
Printed Name	ARNEL A. RAVELO	ZOSIMA A. CORDANO	HON. JERRY T. YAOKASIN
Designation	SUPPLY OFFICER DESIGNATE/ADMIN. ASST. III	City Treasurer	CITY VICE MAYOR

CHECKED & APP.
WANNETTE B. SANTOS
COC Secretariat
DATE: 25 NOV 2021

CITY BUDGET OFFICE
FUND CODE: 140
OFFICE CODE: 1021
EXPENSE/ALLOT.CODE: 5-02-09-010
FUNDS AVAILABLE: 875.00
2021-11-1021-448



CITY GOVERNMENT OF TACLOBAN
CITY BUDGET OFFICE
RECEIVED: DATE 11/26/21 TIME 11:45
RELEASED: DATE 11/29/21 TIME 8:16
1021-11021



[Signature]
AGENTE L. BY, III
OIC - CITY BUDGET OFFICE
FUNDS AVAILABLE AS TO EXISTENCE OF ALLOTMENT
755 - office supplies