

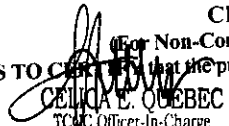
101454

# PURCHASE REQUEST

LGU

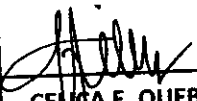

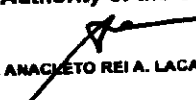
Department: CITY ADMIN. PR No. 2022-606  
 Division: TACLOBAN CITY CONVENTION CENTER PR Date: April 10, 2022

Item No.	Qty	Unit of Issue	Item Description	Estimated Unit Cost	Estimated Cost
1	1	BOX	Carbon film, PE, black, 220mm x 297mm, 100 sheets/pack	204.00	204.00
2	10	PC	Correction tape, 5mm	38.00	380.00
3	4	PAD	Daily time record(DTR)	28.00	112.00
4	10	PC	Data file box, with cover, legal size	492.00	4,920.00
5	1	BOX	Envelope, documentary, short, 100pcs/box	360.00	360.00
6	1	BOX	Envelope, documentary, legal, 100pcs/box	470.00	470.00
7	1	PACK	Envelope, expanding, colored, long, 100pcs/box	1,850.00	1,850.00
8	2	BOX	Fastener, plastic, 25mm, 50sets/box	46.00	92.00
9	2	PACK	Folder, white, legal size, 100pcs/pack	600.00	1,200.00
10	2	PACK	Folder, sliding, assorted color, long, 10's/pack	180.00	360.00
11	4	JAR	Glue, all purpose, 118grams	58.00	232.00
12	2	SET	Marker, flourescent, assorted color, 3, color/set	144.00	288.00
13	4	PC	Marker, permanent, black, bullet typ	48.00	192.00
14	4	PC	Marker, whiteboard, black, bullet	45.00	180.00
15	4	PC	Marker, whiteboard, blue, bullet	45.00	180.00
16	4	PC	Marker, whiteboard, red, bullet	45.00	180.00
17	4	PAD	Notepad, stick on, 1"x4" min	38.00	152.00
18	5	PAD	Notepad, stick on, 2"x3" min	28.00	140.00
***	***	***	*** Page 1 of 2 ***	***	

**CERTIFICATION**  
 (For Non-Common Supplies & Equipment)  
 THIS IS TO CERTIFY that the price(s) herein indicated is/are within the market price.  
  
**CELICA E. QUEBEC**  
 TCCC Officer-In-Charge  
 \_\_\_\_\_ Date  
 Department /Office Head  
 (Printed Name & Signature)

**TOTAL AMOUNT:** ₱

**Purpose:** For the use of TCCC  
**SOURCE OF FUND:** GENERAL FUND: OFFICE SUPPLIES EXPENSE

	<b>A</b>	<b>Requested by:</b>	<b>B</b>	<b>Cash Availability:</b>	<b>C</b>	<b>Approved by:</b>
Signature: Printed Name: Designation:	CERTIFIED included in the PPMP  <b>CELICA E. QUEBEC</b> TCCC Manager	 <b>ZOSIMA A. CORDAÑO</b> CITY TREASURER			By the Authority of the City Ma  ATTY. ANACLETO REI A. LAGANILAO City Administrator <b>HON. ALFRED S. ROMUALDO</b> CITY MAYOR	

4-22-22 10:03  
 4-22-22  
 12:00

