

**PURCHASE REQUEST**  
 City Government of Tacloban  
 LGU



Department: CITY TREASURER'S OFFICE PR No. 2022-623  
 Division: Supply Division PR Date April 25, 2022

Item No.	Qts.	Unit of Issue	ITEM DESCRIPTION	Estimated	Estimated
				Unit Cost	Cost
1	10	pc	Cash Book 500 pages (cashier)	994.00	9,940.00
2	30	pc	Cash Book 200 pages (cashier)	442.00	13,260.00
3	40	pc	Cash Book 200 Pages (collector/liquidating)	442.00	17,680.00
4	4	pc	Cash Book 500 pages (collector)	994.00	3,976.00
5	5000	pc	Card, Index Card for BIR 5x8" (cashier)	10.00	50,000.00

**CERTIFICATION**  
 (For Non-Common Supplies & Equipment)  
 THIS IS TO CERTIFY that the price(s) herein indicated is/are within  
 the market price.  
ZOSIMA A. CORDAÑO Date \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Purpose:** for the use of City Treasurer's Office.  
**Source of Fund:** OFFICE SUPPLIES (5-02-03-010)

A	Requested By:	B	Funds Available:	C	Approved by:
Signature	CERTIFIED included in the PPMP  <u>ZOSIMA A. CORDAÑO</u> City Treasurer	 <u>ZOSIMA A. CORDAÑO</u> City Treasurer	By the Authority of the City Mayor  ALFRED S. ROMUALDEZ City Administrator	 ALFRED S. ROMUALDEZ City Mayor	
Printed Name:					
Designation:					

4-25-22 3:42  
 4-25-22 4:32

2022-0808