

PURCHASE REQUEST

LGU: CITY OF CALAPAN

Fund: GENERAL FUND

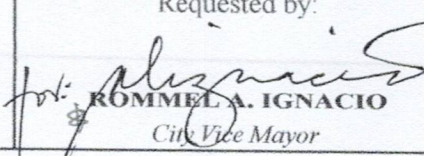
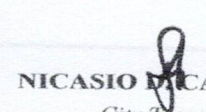
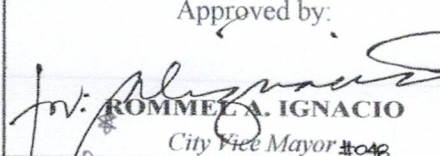
Department: SP
Section: _____

PR No.: 0215
FPP: 1021

Date: 03/04/2024

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
Lot 2 - Office Supplies					
71	pad(s)	post-it notepad, 3x5	25	70.00	1,750.00
72	pc(s)	pressboard folder, long, blue, violet, pink, brown, green	258	22.00	5,676.00
73	pc(s)	pressboard folder, short, blue, violet, pink, brown, green	49	20.00	980.00
74	pc(s)	puncher, 2 holes	4	450.00	1,800.00
75	box(es)	push pin	4	40.00	160.00
76	pc(s)	record book, 150p	10	90.00	900.00
77	pc(s)	record book, 300p	11	140.00	1,540.00
78	pc(s)	record book, 500p	9	160.00	1,440.00
79	box(es)	rubber bond, miki size big	2	350.00	700.00
80	box(es)	rubber bond, regular size	2	290.00	580.00
81	pc(s)	ruler, stainless 12"	10	140.00	1,400.00
82	pc(s)	scissor, HD	1	90.00	90.00
83	pc(s)	scissor, stainless	12	230.00	2,760.00
84	pc(s)	scotch tape, 1"	33	40.00	1,320.00
85	pc(s)	scotch tape, 2"	18	70.00	1,260.00
86	pc(s)	sharpener, automatic	3	400.00	1,200.00
87	box(es)	signpen 0.5, black gtech	1	950.00	950.00
88	box(es)	signpen gel ink 0.3, black, finetech	4	950.00	3,800.00
89	box(es)	signpen gel ink 0.5, black	12	365.00	4,380.00
90	box(es)	signpen gel ink 0.5, blue	4	365.00	1,460.00
91	box(es)	signpen gel ink 0.5, red	4	365.00	1,460.00
92	box(es)	signpen HI-techpoint V10 grip black	1	1,100.00	1,100.00
93	box(es)	signpen HI-techpoint V10 grip blue	10	1,100.00	11,000.00
94	box(es)	signpen, bxrt-V7 retractable, 0.7 blue	4	1,050.00	4,200.00
95	pack(s)	soy sauce, 350ml	1	25.00	25.00
96	pc(s)	stampad	4	50.00	200.00
97	pc(s)	stampad ink for self inking stamps	2	300.00	600.00
98	box(es)	staple wire #35	17	80.00	1,360.00
99	pc(s)	stapler w/ built in remover	6	420.00	2,520.00
100	pc(s)	stapler, big	2	420.00	840.00
101	pack(s)	sticker paper A4 10s, glossy/matte, white	40	55.00	2,200.00
102	pack(s)	sticky note, "sign here", arrow	15	50.00	750.00
103	pack(s)	sticky note, 1x3cm	1	50.00	50.00
104	kl(s)	sugar brown, 1kl	7	120.00	840.00
105	pc(s)	tape dispenser, big	6	140.00	840.00
TOTAL lot 2 page 3					62,131.00

Purpose: to be used at the Sangguniang Panlungsod

Requested by: Signature:  Printed Name: ROMMEL A. IGNACIO Designation: <i>City Vice Mayor</i>	Cash Availability:  NICASIO D. CATAPANG <i>City Treasurer 0263</i>	Approved by:  ROMMEL A. IGNACIO <i>City Vice Mayor #048</i>
--	---	--