

OK WITH BAC

80/2

# PURCHASE REQUEST

LGU: **CITY OF CALAPAN**

Fund: **GENERAL FUND**

Department: **City PESO**  
Section: \_\_\_\_\_

PR No.: **0222**  
FPP: \_\_\_\_\_

Date: **2/29/2024**

| Item No.  | Unit  | Item Description   | Quantity | Unit Cost | Total Cost        |
|---|-------|--|----------|-----------|-------------------|
| <b>PASSPORT ON WHEELS (SERBISYO FAIR)</b>               |       |  |          |           |                   |
| <b>LOT I</b>  |       |  |          |           |                   |
| March 8, 2024   |       |  |          |           |                   |
| 1   | pax   | DFA Personnel - Meals & Snacks<br>Rice, chicken bbq, fish sinigang, banana and water (Lunch) | 18       | 500.00    | 9,000.00          |
| 2   | pax   | Rice, chicken afritada, banana and water (Dinner)  | 20       | 350.00    | 7,000.00          |
| March 9, 2024   |       |  |          |           |                   |
| 3   | pax   | Tapsilog, biya(tuyo), banana & coffee/chocolate (Breakfast)                                  | 20       | 250.00    | 5,000.00          |
| 4   | pax   | Ham & cheese and juice (PM Snacks)   | 20       | 200.00    | 4,000.00          |
| 5   | pax   | Rice, beef w/ brocoli, fresh fruits & water (Lunch)  | 20       | 350.00    | 7,000.00          |
| 6   | pax   | Rice, pork sinigang, fresh fruits & water (Dinner)   | 20       | 350.00    | 7,000.00          |
| March 10, 2024  |       |  |          |           |                   |
| 7   | pax   | Fried rice, chickensilog, banana & coffee/chocolate (Breakfast)                              | 20       | 250.00    | 5,000.00          |
| 8   | pax   | Rice, sinigang salmon, fried fish, fruit salad & water (Lunch)                               | 20       | 350.00    | 7,000.00          |
| 9   | pax   | Creamy spaghetti, toast bread & juice (PM Snacks)  | 20       | 200.00    | 4,000.00          |
| 10  | pax   | Rice, beef w/ brocoli, fresh fruits & water (Dinner)   | 20       | 350.00    | 7,000.00          |
| March 11, 2024  |       |  |          |           |                   |
| 11  | pax   | Tapsilog, biya(tuyo), banana & coffee/chocolate (Breakfast)                                  | 20       | 250.00    | 5,000.00          |
| <b>Sub-Total LOT I</b>                                  |       |  |          |           | <b>67,000.00</b>  |
| <b>LOT II</b>   |       |  |          |           |                   |
| DFA Personnel - Hotel Accommodation<br>March 8-10, 2024 |       |  |          |           |                   |
| 12  | rooms | Hotel Accommodation x 3 nights   | 9        | 2,560.00  | 69,120.00         |
| <b>Sub-Total LOT II</b>                                 |       |  |          |           | <b>69,120.00</b>  |
| <b>TOTAL - LOT I &amp; LOT II</b>                       |       |  |          |           | <b>136,120.00</b> |

Purpose: For the use of Passport on Wheels (POW) Serbisyo Fair.

Requested by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Printed Name: **DR. EDER AM. REDUBLO**  
 Designation: **PESO Manager**

Cash Availability: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Printed Name: **NICASIO B. CATAPANG**  
 Designation: **City Treasurer**

Approved by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Printed Name: **MARLOU F. MORILLO**  
 Designation: **City Mayor**