

POSTED**PURCHASE REQUEST**LGU: **CITY OF CALAPAN**

Fund:

Date: 5/29/2024
GENERALDepartment: **CMO**

PR No.:

0846

Date:

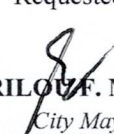


5/27/2024

Section:

FPP:

Item No.	Unit	Item Description	Quantity	Unit	Cost	Total Cost
LOT 2 - OFFICE SUPPLIES						
1	packs	Arrow index self adhesive writable	25		40.00	1,000.00
2	bxs	Ballpen, ballpoint, black	3		90.00	270.00
3	bxs	Ballpen, ballpoint, blue	4		90.00	360.00
4	bxs	Ballpen, ballpoint, red	2		90.00	180.00
5	bxs	Ballpen, ballpoint, fine, black, 12's	9		360.00	3,240.00
6	box	Ballpen, BP-SF - Ballpoint Black	1		360.00	360.00
7	bxs	Ballpen, 0.5, ballpoint, black, 12's	2		120.00	240.00
8	bxs	Ballpen, 0.5, ballpoint, black, 12's	8		120.00	960.00
9	bxs	Ballpen, 0.5, ballpoint, blue, 12's	5		120.00	600.00
10	box	Ballpen, 25's, black	1		195.00	195.00
11	tubes	Ballpen, 50's, retractable, black	20		450.00	9,000.00
12	tubes	Ballpen, 50's, retractable, blue	6		450.00	2,700.00
13	tubes	Ballpen, 50's, retractable, red	2		450.00	900.00
14	bxs	Binder Clip, 1"	11		60.00	660.00
15	bxs	Binder Clip, 1 5/8"	6		96.00	576.00
16	bxs	Binder Clip, 1 1/4"	10		80.00	800.00
17	bxs	Binder Clip, 3/4"	27		40.00	1,080.00
18	bxs	Binder Clip, 2"	9		120.00	1,080.00
19	box	Binding Covers, PVC, clear, legal size, 300mic	1		1,200.00	1,200.00
20	box	Black Coffee, pouch 50g	1		2,460.00	2,460.00
21	pcs	Bookend	4		248.00	992.00
22	ream	Bookpaper, long, colored, blue (500 sheets)	1		350.00	350.00
23	ream	Bookpaper, long, colored, yellow (500 sheets)	1		350.00	350.00
24	reams	Bookpaper, sub20, 70g/m2, A3	5		550.00	2,750.00
25	reams	Bookpaper, sub20, 70g/m2, A4	33		280.00	9,240.00
26	reams	Bookpaper, sub20, 70g/m2, long	542		290.00	157,180.00
27	reams	Bookpaper, sub20, 70g/m2, short	275		270.00	74,250.00
28	pcs	Calculator, 12 digits (WS-1210Hi III)	4		1,300.00	5,200.00
29	pcs	Calculator, 14 digits, 2-way power	3		1,600.00	4,800.00
30	rolls	Calculator Adding Machine Slip, 2 1/4"	20		80.00	1,600.00
31	packs	Cambrick Board, long, light purple	4		70.00	280.00
32	pack	Carbon Paper, long, blue	2		750.00	1,500.00
33	pcs	Certificate Frame	6		100.00	600.00
34	pcs	Certificate Holder, short, plastic, black	40		60.00	2,400.00
35	pcs	Certificate Holder, short, plastic, blue	15		60.00	900.00
36	pcs	Certificate Holder, short, plastic, maroon	5		60.00	300.00
37	pcs	Clear Book, long	2		90.00	180.00
38	ream	Colored Paper, Assorted	1		250.00	250.00
39	pcs	Combo Binder Cover, long	3		12.00	36.00
40	pcs	Combo Ring 1/2"	2		50.00	100.00
Sub-Total 1						291,119.00

Purpose: For the use of City Government of Calapan (2nd Quarter) - Lot 2

Signature:	Requested by:	Cash Availability:	Approved by:
Printed Name: MARILOU F. MORILLO			
Designation:	<i>City Mayor</i>	<i>City Treasurer</i>	<i>City Mayor</i>