

PURCHASE REQUEST

LGU: **CITY OF CALAPAN**

Fund: **GENERAL**

Department: **CMO** PR No.: 0844
 Section: _____ FPP: _____

Date: 5/05/2024

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
161	packs	Specialty board, 220gsm, white, 10s, short	11	60.00	660.00
162	pack	Specialty board, blue, 10's, short	1	60.00	60.00
163	packs	Specialty board pale cream, 10's short	2	60.00	120.00
164	packs	Specialty board, 180gsm, white, 10's, long	119	70.00	8,330.00
165	pack	Specialty board, 200gsm, white, 10's long	1	70.00	70.00
166	pcs	Stamp pad, 4x6	3	150.00	450.00
167	btl	Stamp pad ink, small (Black)	1	120.00	120.00
168	btl	Stamp pad ink, small (Violet)	1	120.00	120.00
169	bxs	Staple wire, #35	100	65.00	6,500.00
170	box	Staple wire 23/8, 1000pcs	1	45.00	45.00
171	bxs	Staple wire, HD-3LS 6mm	2	120.00	240.00
172	pcs	Stapler with built-in remover	15	550.00	8,250.00
173	packs	Sticker paper, white, 8.5 x 11	4	50.00	200.00
174	packs	Sticker paper, white, A4, 10's	2	65.00	130.00
175	packs	Sticker paper, matte, A4, 10's	6	65.00	390.00
176	kls	Sugar (Washed)	2	220.00	440.00
177	pc	Swivel chair with armrest, executive	1	12,000.00	12,000.00
178	bxs	Tacker staple 4-14mm	4	60.00	240.00
179	pc	Tape dispenser, big	1	195.00	195.00
180	rolls	Tape, double sided, 1/2"	9	35.00	315.00
181	rolls	Tape, double sided, 1"	32	50.00	1,600.00
182	roll	Tape, duct, 2"	1	160.00	160.00
183	rolls	Tape, duct, 2", HD	2	550.00	1,100.00
184	roll	Tape, electrical, big	8	60.00	480.00
185	rolls	Tape, masking, 1"	29	50.00	1,450.00
186	rolls	Tape, masking, 2"	5	65.00	325.00
187	rolls	Tape, packaging, 2"	20	65.00	1,300.00
188	rolls	Tape, scotch, 1"	107	35.00	3,745.00
189	rolls	Tape, scotch, 2"	27	60.00	1,620.00
190	btl	Trodat (Self Inking)	2	425.00	850.00
191	pcs	Water Dispenser Galloon	1	350.00	350.00
192	btl	Whiteboard Ink, Black	3	130.00	390.00
193	pc	Whiteboard pen, black	32	65.00	2,080.00
194	pc	Whiteboard pen, blue	6	65.00	390.00
195	pc	Whiteboard pen, red	2	65.00	130.00
196	pads	Yellow Paper	10	50.00	500.00
Sub-Total 5					55,345.00
Sub-Total 1					291,119.00
Sub-Total 2					97,143.00
Sub-Total 3					99,393.00
Sub-Total 4					58,345.00
GRAND TOTAL					601,345.00

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

Signature:	Requested by: MARILOU F. MORILLO <i>City Mayor</i>	Cash Availability: NICASIO CATAPANG <i>City Treasurer</i>	Approved by: MARILOU F. MORILLO <i>City Mayor</i>
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