

POSTED

PURCHASE REQUEST

Date: 05/23/24

LGU: **CITY OF CALAPAN**

Fund: **GENERAL FUND**

Department: **CTCAO**

PR No.: 0706

Date: 05/21/2024

Section:

FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	lot	Executive Table with office chair Executive Table: (color black/ silver with 3 drawers @ the left side)(size ; H2.51 ft W: 2ft L: 4.7ft) Office Chair: (black/steel)	1	51,000.00	51,000.00
Total					51,000.00

OKAS TO BUDGET AVAILABILITY

LORIETA R.A. GALICIA
CDDH - CITY BUDGET OFFICE

Furniture & Fixture

661

Purpose: For Office Furniture & Fixture 2024.

Requested by:

Signature: *[Signature]*

Printed Name: **CHRISTIAN E. GAUD**

Designation: *Supervising Tourism Operations Office*

Cash Availability:

Signature: *[Signature]*

Printed Name: **NICASIO D. CATAPANG**

Designation: *City Treasurer*

Approved by:

Signature: *[Signature]*

Printed Name: **MARILOU F. MORILLO**

Designation: *City Mayor*

0712

34-05/08/24