

PURCHASE REQUEST

OK WITH BAC

POSTE

LGU: **CITY OF CALAPAN**

Date: 7/29/2024

Department: **CYSDD**

Fund: **GENERAL FUND**

Section: _____

PR No.: _____

1294

FPP: _____

Date: 07/20/2024

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
LOT 1					
A. MEALS & SNACKS					
1. Calapan City Youth Parliament – Junior Officials					
a. Election Day & Orientation					
1	pax	LUNCH (Rice, Beef with mushroom & min water)	50	150.00	7,500.00
2	pax	Snacks (Siopao and iced tea)	50	75.00	3,750.00
b. 2 Days Duty (15 Youth Officials & 5 Facilitators)					
3	pax	LUNCH (Rice, chopsuey w/ bbq and mineral water) (2 days)	20	150.00	6,000.00
4	pax	2 Snacks (pancit palabok and iced tea) (2 days)	20	75.00	6,000.00
c. 2 Days (1 Day Training and 1 Day Parliament Proper)					
5	pax	LUNCH (Rice, pork caldereta, fish fillet & mineral water) (2 da	25	150.00	7,500.00
6	pax	2 Snacks (spaghetti and juice) (2 days)	25	75.00	7,500.00
2. Palaro ng Lahi (SK Chairpersons, CYSDD, SKCF)					
7	pax	LUNCH (Rice, chicken, vegetables, mineral water)	80	150.00	12,000.00
8	pax	Snacks (Turon with hot chocolates)	80	75.00	6,000.00
3. PINTAKABATAAN-Mural Painting Contest					
9	pax	LUNCH (Rice, giniling, fried fish, and mineral water)	10	150.00	1,500.00
subtotal 1					57,750.00
LOT 2					
B. OFFICE SUPPLIES					
10	pcs	Manila paper	10	20.00	200.00
11	reams	Bond Paper (long)	2	350.00	700.00
12	packs	Vellum Board ,180gsm (A4)	10	70.00	700.00
13	pcs	Certificate Frames (A4)	30	180.00	5,400.00
14	pcs	Certificate Holders (A4)	30	80.00	2,400.00
15	pcs	Expanded Envelope	15	35.00	525.00
16	bottles	Brother Ink (M, Bk, Y, C)	4	700.00	2,800.00
17	box	Pencil (12's)	1	120.00	120.00
18	box	Permanent Marker	1	600.00	600.00
19	pcs	White Folder (long)	15	20.00	300.00
20	tubes	Ballpen, 50's, black (Matrix OG-5)	2	450.00	900.00
21	packs	Double AA Battery (4pcs)	3	120.00	360.00
22	pcs	Notebook	15	100.00	1,500.00
23	pcs	ID Lace w/ Holder	15	40.00	600.00
subtotal 2					17,105.00
LOT 3					
C. MATERIALS FOR PINTAKABATAAN					
24	16L	White Paint (Permacoat Latex Paint) Water-Based	4	3,550.00	14,200.00
25	pcs	Paint Roller #4	10	200.00	2,000.00
26	pcs	Paint Brush 2.5 cm	10	100.00	1,000.00
27	pcs	Paint Brush 5 cm	10	110.00	1,100.00
28	pcs	Paint Brush 7 cm	10	120.00	1,200.00
subtotal 3					19,500.00
LOT 4					
D. TROPHIES PINTAKABATAAN & PALARO NG LAHI					
29	pcs	Trophy -Champion	2	1,000.00	2,000.00
30	pcs	Trophy - 1st Runner-Up	2	800.00	1,600.00
31	pcs	Trophy -2nd Runner-up	2	600.00	1,200.00
subtotal 4					4,800.00
LOT 5					
E. Tarpaulin (4x8 ft.)					
32	pcs	Tarpaulin (4x ft.)	1	120.00	3,360.00
TOTAL					102,515.00

KON-SITY BUDGET OFFICE

LORRIETA R. A. GALICIA

Purpose: To be used for the LINGGO NG KABATAAN 2024. *Youth Development Program*

Requested by:	Cash Availability:	Approved by:
Signature: _____	Signature: _____	Signature: _____
Printed Name: MARVIN L. PANAHON	Printed Name: NICASIO D. CATAPANG	Printed Name: MARLOU F. MORILLO
Designation: <i>CYSDD Officer</i>	Designation: <i>City Treasurer</i>	Designation: <i>City Mayor</i>