

POSTED

PURCHASE REQUEST

Date: 9/18/2024

LGU: **CITY OF CALAPAN**

Fund: Trust Liabilities

Department: CCC

PR No.: 1608




Section:

FPP:

Date: 09/16/2024

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
PROCUREMENT OF EQUIPMENT AND SUPPLIES FOR THE PUBLICATION 2nd Semester					
1	unit	Wide Sized Printer with wifi, and all-in-one ink tank+extra ink set	1	38,000.00	38,000.00
2	piece	Drawing Pad with Passive Battery Free Stylus Pen-6"x4" working area, 8192-level pressure sensitivity, 60° tilt function, 6 express keys	1	3,000.00	3,000.00
3	piece	1 TB external drive (SSD)	1	2,950.00	2,950.00
4	piece	64 GB 3.0 flash drive	2	470.00	940.00
5	pair	Walkie Talkie Laptop	1	3,000.00	3,000.00
6	unit	• Core i5 • 8GB DDR4 • 512GB SSD • 15.6 IPS Full HD 1920x1080	1	49,500.00	49,500.00
7	lot	Extension Wire with 4 circular socket (5m)	2	880.00	1,760.00
8	ream	C2S Paper (9" x 12")	2	1,500.00	3,000.00
9	packs	Photo Paper (short, 20's)	3	200.00	600.00
10	piece	Pressboard Expandable Long Folder (blue)	10	30.00	300.00
11	box	Legal sized bond paper	2	1,600.00	3,200.00
12	box	Letter sized bond paper	2	1,500.00	3,000.00
13	piece	Foldable table	1	1,600.00	1,600.00
14	box	Gel Pens	2	500.00	1,000.00
15	ream	Vellum board (100 pcs)	2	560.00	1,120.00
TOTAL					112,970.00

Purpose: Procurement of equipment and supplies of the Publication (2nd Sem) of the City College of Calapan.

Requested by: Signature:  Printed Name: RONALD F. CANTOS Designation: <i>College Administrator</i>	Cash Availability:  NICASIO B. CATAPANG <i>City Treasurer</i> <u>1638</u>	Approved by:  MARILOU F. MORILLO <i>City Mayor</i>
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