PURCHASE REQUEST

POSTED

Date: 10/1/2024

LGU: CITY OF CALAPAN

Fund: GENERAL FUND

Department: CCCDO

Section:

PR No. 1706 Date 09/23/24

FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		Cooperative Month 2024			-
		Supplies			-
1	packs	parchment paper	20	75.00	1,500.00
2	pcs	certificate holder	100	80.00	8,000.00
3	yards	alpa gena textile	10	45.00	450.00
4	packs	specialty paper	35	80.00	2,800.00
5	pcs	tarpaulin (6X8)	2	1,056.00	2,112.00
6	pcs	tarpaulin (4x6)	5	528.00	2,640.00
7	pcs	tarpaulin (3x5)	3	330.00	990.00
8	pcs	leigh for guests and speakers	20	150.00	3,000.00
9	sets	tokens for guests & speakers (fruit juicer, planner w/pen, tote bag)	30	1,000.00	30,000.00
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					51,492.00

CITY BUDGET DEPARTMENT
OK AS TO BUDGET AVAILABILITY #1664
LORIETA R.A. GALICIA, MDMG
CGDH - City Budget Officer

Cooperative Development Program

Purpose: To be used for Cooperative Month 2024 Activities

	Requested by:	Cash Availability:	Approved by:
Signature:			
Printed Name:	ELEANOR V. COLLERA	NICASIO D. CATAPANG	MARILOU F. MORILLO
Designation:	Administrative Officer V/ OIC, CCCDO	*City Treasurer*	*City Mayor*

PR 2021 v. 0

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