

PURCHASE REQUEST

LGU: CITY OF CALAPAN

Fund: GENERAL

Department: CMO PR No.: 1934

Date: 16/12/2024

Section: FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
LOT 1 - Computer Inks & Accessories					
1	pc	Anti Virus (3 users)	2	3,600.00	7,200.00
2	spindle	CD RW	1	1,200.00	1,200.00
3	spindle	CD R	1	1,050.00	1,050.00
4	pc	Computer mouse, wireless	1	800.00	800.00
5	pc	Computer mouse, USB	1	540.00	540.00
6	pc	Computer Printer Refill MX 397 (740-741)	1	2,400.00	2,400.00
7	bxs	Continuous Paper, 3 ply, carbonless (9.5 x 11)	5	1,572.00	7,860.00
8	pcs	Computer Ribbon Epson LX 310	5	200.00	1,000.00
9	pcs	Computer Ribbon Epson LQ 310	10	250.00	2,500.00
10	pcs	Hard drive, SSD, 1TB	6	4,800.00	28,800.00
11	btls	Ink refill for Epson 003, black	60	420.00	25,200.00
12	btls	Ink refill for Epson 003, cyan	19	420.00	7,980.00
13	btls	Ink refill for Epson 003, magenta	18	420.00	7,560.00
14	btls	Ink refill for Epson 003, yellow	18	420.00	7,560.00
15	btls	Ink refill for Epson 664, black	20	420.00	8,400.00
16	btls	Ink refill for Epson 664, cyan	5	420.00	2,100.00
17	btls	Ink refill for Epson 664, magenta	5	420.00	2,100.00
18	btls	Ink refill for Epson 664, yellow	6	420.00	2,520.00
19	btls	Ink refill for Epson 774, black	1	400.00	400.00
20	btls	Ink refill for Brother BT D60, black	36	840.00	30,240.00
21	btls	Ink refill for Brother BT 5000, cyan	21	840.00	17,640.00
22	btls	Ink refill for Brother BT 5000, magenta	23	840.00	19,320.00
23	btls	Ink refill for Brother BT 5000, yellow	27	840.00	22,680.00
24	btl	Ink refill for Brother BT 6000, black	1	840.00	840.00
25	set	Ink - 100ml pigment ink 4 colors	1	741.00	741.00
26	btls	Ink for numbering machine, stamp	2	100.00	200.00
27	pc	Ink refill for Canon, black	1	720.00	720.00
28	pc	Ink refill for Canon, yellow	2	720.00	1,440.00
29	box	Ink Refill for HP, cyan (GT53)	1	516.00	516.00
30	box	Ink Refill for HP, magenta (GT53)	1	516.00	516.00
31	box	Ink Refill for HP, yellow (GT53)	1	516.00	516.00
32	unit	Internet router	1	4,000.00	4,000.00
33	pc	Plotter Ink 711 - Black	1	3,510.00	3,510.00
34	pc	Plotter Ink 711 - Yellow	1	3,060.00	3,060.00
35	pc	Plotter Ink 711 - Magenta	1	3,060.00	3,060.00
36	btls	Toner refill for photocopier	2	1,800.00	3,600.00
37	btls	Universal ink, 100ml, black	10	132.00	1,320.00
38	btls	Universal Ink, 1000 ml, Black	2	960.00	1,920.00
39	btl	Universal Ink, 1000 ml, Cyan	1	960.00	960.00
40	btl	Universal Ink, 1000 ml, Yellow	1	960.00	960.00
Sub-Total 1					234,929.00

Purpose: For the use of City Government of Calapan (4th Quarter) - Lot 1

Requested by:

Cash Availability:

Approved by:

Signature:

Printed Name:

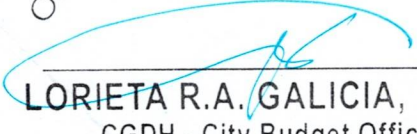
MARILOU MORILLO

NICASIO CATARANG

MARILOU MORILLO

PURCHASE REQUEST

LGU: **CITY OF CALAPAN**Fund: **GENERAL**Department: **CMO** PR No.: 1934
Section: _____ FPP: _____Date: 10/18/2024

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
LOT 1 - Computer Inks & Accessories					
41	btl	Universal Ink, 1000 ml, Magenta	1	960.00	960.00
42	units	Uninterrupted Power Supply, 650 VA	2	3,600.00	7,200.00
43	units	Uninterrupted Power Supply, 750 VA	3	4,800.00	14,400.00
44	pcs	USB flash drive, 16 gb	2	480.00	960.00
45	pcs	USB flash drive, 32 gb	2	636.00	1,272.00
46	pcs	USB flash drive, 64 gb	2	760.00	1,520.00
47	pc	Usb port	1	685.00	685.00
CITY BUDGET DEPARTMENT OK AS TO BUDGET AVAILABILITY  LORIETA R.A. GALICIA, MDMG CGDH - City Budget Officer #1914 OFFICE SUPPLIES EXPENSES					
Sub-Total 2					26,997.00
Sub-Total 1					234,929.00
GRAND TOTAL					261,926.00

Purpose: For the use of City Government of Calapan (4th Quarter) - Lot 1

Requested by:

Cash Availability:

Approved by: