

# PURCHASE REQUEST

OK WITH BAC 1

LGU: **CITY OF CALAPAN**

Fund: **GENERAL FUND**

Department: City Civil Registry  
Section: \_\_\_\_\_

PR No.: 0301  
FPP: \_\_\_\_\_

Date: 3/10/25

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
<b>KASALANG BAYAN 2025 (March 2025)</b>					
1	pax	Snacks and Lunch for <b>ORIENTATION</b> and <b>REHEARSAL</b> <i>Menu:</i> <i>AM SNACK - Cheeseburger &amp; Iced Tea</i> <i>LUNCH - Chicken and Rice, mineral water</i>	60	250.00	15,000.00
2	pax	Meals for couples, guest and support staff <i>Menu: Carbonara, Fish fillet, Buttered Slice Bread, Chocolate bar, Lemon Cucumber Juice, Slice of cake &amp; wine for couples</i>	200	400.00	80,000.00
<b>SUB TOTAL 1</b>					<b>95,000.00</b>
3	lot	Venue Decoration (inc. tables & chairs)	1	20,000.00	20,000.00
4	sets	Wedding Supplies (Arrhae, Veil & Bouquet)	25	800.00	20,000.00
5	sets	Token for Couples <i>*Tote Bag, 2 Dippy glass, 1 Bath towel</i>	25	800.00	20,000.00
<b>SUB TOTAL 2</b>					<b>60,000.00</b>
<b>TOTAL</b>					<b>155,000.00</b>

OK AS TO BUDGET AVAILABILITY



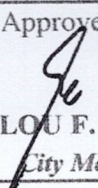
LORIETA R. A. GALICIA  
OGM - CITY BUDGET OFFICE

#269

KASALANG BAYAN - 100,000.00  
MOBILE REGS. - 15,000.00  
OGM REPRESENTATION EXP. - 10,000.00

Purpose: Cost of expenses for KASALANG BAYAN 2025.

CERTIFIED TRUE COPY

Requested by:  Signature:  Printed Name: <b>DEO MAÑ FRANCIS F. MAURO</b> Designation: <b>City Civil Registrar</b>	Cash Availability:  Signature:  Printed Name: <b>NICASIO S. CATAPANG</b> Designation: <b>0315 City Treasurer</b>	Approved by:  Signature:  Printed Name: <b>MARILOU F. MORILLO</b> Designation: <b>City Mayor</b>
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