

PURCHASE REQUEST

LGU: **CITY OF CALAPAN**

Fund: **GENERAL**

Department: **CMO**

PR No.: **0294**

Date: **03/06/2025**

Section:

FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
LOT 3 - Janitorial Supplies					
1	cans	Air Freshener, spray, 320ml lemon/morning fresh	21	320.00	6,720.00
2	cans	Air Freshner, spray, 320ml, floral perfection (glade)	2	380.00	760.00
3	cans	Air Freshner, spray, 320mL, lavender	2	320.00	640.00
4	btls	Air Sanitizer spray, 300ml,floral fresh	1	350.00	350.00
5	pcs	Albatross	9	90.00	810.00
6	gallons	Alcohol, 70%, 1 gallon	10	571.00	5,710.00
7	btls	Alcohol, 70% , 500ml	43	88.00	3,784.00
8	btls	Antibacterial liquid soap, 1L	3	175.00	525.00
9	btls	Antibacterial spray, (Lysol)	2	240.00	480.00
10	pcs	Battery (AA) 1.5v (Energizer)	44	32.00	1,408.00
11	pcs	Battery, AAA, 1.5v (Energizer)	65	29.00	1,885.00
12	pcs	Battery, D, 1.5v	2	104.00	208.00
13	pcs	Battery Charger 1.5v	1	550.00	550.00
14	pcs	Battery, 9v (energizer)	2	110.00	220.00
15	pcs	Battery, Lithium, 2032	3	100.00	300.00
16	pcs	Battery, Lithium, LR1130	3	100.00	300.00
17	btls	Bleaching liquid, 1liter	6	95.00	570.00
18	gallons	Bleaching Liquid, gallon (Zonrox)	14	300.00	4,200.00
19	gallons	Bleaching liquid, gallon (Colorsafe) (zonrox)	2	300.00	600.00
20	pcs	Broom, soft	12	199.00	2,388.00
21	pcs	Broom stick	2	41.00	82.00
22	bxes	Cutter blade	1	42.00	42.00
23	btls	Dishwashing liquid, 250ml, antibac (Joy)	99	130.00	12,870.00
24	pcs	Disinfectant (Baygon) 300ml	1	300.00	300.00
25	cans	Disinfectant spray, 510g, orange scent	7	800.00	5,600.00
26	btls	Disinfectant pray, 170g, crisp linen scent	5	325.00	1,625.00
27	pcs	Doormat, cloth	10	60.00	600.00
28	pcs	Dust pan, plastic	4	150.00	600.00
29	pcs	Dust Pan, Aluminum	1	255.00	255.00
30	sachets	Fabric Conditioner, 25ml	35	20.00	700.00
31	sachets	Fabric conditioner, 900ml	26	280.00	7,280.00
32	sachets	Fabric conditioner, 680 ml	2	260.00	520.00
33	pcs	Floormop with squeezer	4	1,800.00	7,200.00
34	pcs	Floor Mop Sponge with squeezer	2	250.00	500.00
35	pcs	Floormop, rug & metal handle	4	700.00	2,800.00
36	dozen	Fork 12's & Spoon 12's	1	400.00	400.00
37	btls	Furniture polish/cleaner, lemon	8	230.00	1,840.00
38	cans	Furniture Polish, lemon	2	350.00	700.00
39	packs	Garbage bag, biodegradable, 10's, small	23	130.00	2,990.00
40	packs	Garbage Bag, biodegradable, 10's medium	46	135.00	6,210.00
SUB- TOTAL 1					85,522.00

Purpose: Purchase and delivery of Supplies for the use of City Government of Calapan (1st qtr) - LOT 3

Signature:	Requested by:	Cash Availability:	Approved by:
Printed Name: MARILOU F. MORILLO	MARILOU F. MORILLO	NICASIO D. CATAPANG	MARILOU F. MORILLO
Designation:	City Mayor	City Treasurer	City Mayor

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Item No.	Unit	Item Description	Quantit	Unit	Total Cost
LOT 3 - Janitorial Supplies					
41	packs	Garbage bag, biodegradable, 10's, medium (green)	1	135.00	135.00
42	packs	Garbage bag, biodegradable, 10's, medium (yellow)	1	135.00	135.00
43	packs	Garbage bag, biodegradable, 50's, medium	5	280.00	1,400.00
44	packs	Garbage bag, biodegradable, 100's, medium (black)	1	380.00	380.00
45	packs	Garbage bag, biodegradable, 10's, big/large	58	150.00	8,700.00
46	btls	Glass Cleaner with spray, 500ml	16	198.00	3,168.00
47	btls	Glue, 130g (Elmer's)	3	90.00	270.00
48	btls	Hand sanitizer liquid soap	10	140.00	1,400.00
49	pcs	Hand towel, dark color/white	16	40.00	640.00
50	btls	Handwash liquid soap, 250 ml (Safeguard)	29	80.00	2,320.00
51	btls	Insecticide Spray, big	1	400.00	400.00
52	btls	Insecticide spray, 500ml (Baygon)	2	780.00	1,560.00
53	btls	Liquid Disinfectant Concentrate 500mL (lysol)	5	600.00	3,000.00
54	gallons	Muriatic acid	1	345.00	345.00
55	units	Push Brush	1	220.00	220.00
56	cans	Paint, spray, (for metal) red/white	2	500.00	1,000.00
57	pcs	Scrubbing pad with foam	31	60.00	1,860.00
58	sachets	Soap powder, detergent, sachet, 70 g	94	24.00	2,256.00
59	packs	Soap, powder, detergent, 1kg	11	312.00	3,432.00
60	pcs	Soap, family size, 130g, germicidal	14	78.00	1,092.00
61	packs	Soap, powder, detergent, 800g	9	234.00	2,106.00
62	pcs	Sponge for plate (Scotch Brite)	22	42.00	924.00
63	bundles	Table rugs, white	11	180.00	1,980.00
64	rolls	Tissue paper 2-ply, individually wrapped	146	22.00	3,212.00
65	rolls	Tissue paper, 3 ply, individually wrapped	153	36.00	5,508.00
66	pcs	Tissue paper, interfolded, 1ply, pulls	34	90.00	3,060.00
67	btls	Toilet bowl cleaner, big	4	480.00	1,920.00
68	pcs	Toilet brush	7	240.00	1,680.00
69	btls	Toilet cleanser, ultra thick bleach, 500ml (Dome)	23	192.00	4,416.00
70	pcs	Toilet deodorizer, refill, white large (Albatross)	1	90.00	90.00
71	units	Weighing Scale 20 kgs (Fuji)	1	2,350.00	2,350.00
72	btls	Zonrox Bleach, 1000ml	2	180.00	360.00
SUB-TOTAL 2					61,319.00
SUB-TOTAL 1					85,522.00
TOTAL					146,841.00


LORIEA R. A. GALICIA
 OFFICE SUPPLIES

Purpose: **Purchase and delivery of Supplies for the use of City Government of Calapan (1st qtr) - L**

Signature:	Requested by:	Cash Availability:	Approved by:
Printed Name: MARILOU F. MORILLO	NICASIO D. CATAPANG	MARILOU F. MORILLO	
Designation: <i>City Mayor</i>	<i>City Treasurer</i>	<i>City Mayor</i>	