

PURCHASE REQUEST

OK WITH BAG

Date: _____
Fund: SPECIAL EDUCATION FUND

LGU: CITY OF CALAPAN

Department: CED
Section: DepEDPR No.: 0023
FPP: _____

Date: 2/5/25

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		Sports Development MRAA			
1	pcs	TOILETRIES bath soap atleast 90g	214	50.00	10,700.00
2	bot	shampoo atleast 90ml	214	100.00	21,400.00
3	pcs	detergent laundry bar soap atleast 360g	86	50.00	4,300.00
4	tube	toothpaste atleast 100ml	214	70.00	14,980.00
5	pack	sanitary napkin	5	100.00	500.00
6	pack	tissue paper 6 rolls per pack	5	150.00	750.00
TOTAL					52,630.00

CITY BUDGET DEPARTMENT

OK AS TO BUDGET AVAILABILITY

LORIETA R.A. GALICIA, MDMG
CGDH - City Budget OfficerSEP - 2025
SPORTS DEVS
(M. SALS.)

Purpose: Procurement of toiletries for athletes of Calapan City during the conduct of MIMAROPA RAA Meet 2025.

Requested by:

Cash Availability:

Approved by:

Signature:
Printed Name:
Designation:NICANOR E. ALCANICES
PSDS, SEF Focal PersonNICASIO D. CATAPANG
City TreasurerMARILOU F. MORILLO
City Mayor