

PURCHASE REQUEST

POSTED

LGU: CITY OF CALAPAN

Fund: Date: 03/16/25
GENERAL FUND

Department: CHRMD PR No.: 0246
Section: FPP:

Date: 03/15/2025

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
March 19, 2025					
1	pcs	8x11" Plaque, wood, engraved print with stand and 6x7"picture	2	2,500.00	5,000.00
2	pcs	8x11" Plaque, wood, engraved print with stand and 6x7"picture	4	2,500.00	10,000.00
3	pcs	8x11" Plaque, wood, engraved print with stand and 6x7"picture	7	2,500.00	17,500.00
4	pcs	7x10" Plaque, wood, engraved print with stand	9	2,100.00	18,900.00
5	pcs	7x10" Plaque, wood, engraved print with stand	2	2,100.00	4,200.00
6	pcs	6x9" Plaque, wood, engraved print with stand	29	1,200.00	34,800.00
7	pcs	6x9" Plaque, wood, engraved print with stand	19	1,200.00	22,800.00
					113,200.00

OK AS TO BUDGET AVAILABILITY
LORIETA R. A. GALICIA
Human Resource Management & Dev't. Program

Purpose: To be distributed to the loyalty-awardee employees of the City Government of Calapan.

Signature: Printed Name: Designation:	Requested by: ROLAND O. PUNZALAN CHROMO	Cash Availability: NICASIO CATAPANG City Treasurer 0255	Approved by: MARILOU F. MORILLO City Mayor
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