

PURCHASE REQUEST

LGU: **CITY OF CALAPAN**Fund: **Trust Fund**Department: **BFP**PR No.: 0705Date: 05/15/2025

Section:

FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
LOT 1 - OFFICE FURNITURE AND FIXTURE, EQUIPMENT AND SUPPLY					
1	pc	Lateral Filing Cabinet (3 Layer Steel)	2	13,200.00	26,400.00
2	pc	Clothes Wardrobe (Plastic 5 Layer)	2	2,100.00	4,200.00
3	pc	Clothes Wardrobe (Plastic Hanger Cabinet)	1	2,550.00	2,550.00
4	pc	Led Light (30W)	8	820.00	6,560.00
5	Set	Bathroom Fixture (Water Closet, Lavatory with Cabinet and Mirror)	2	18,600.00	37,200.00
6	pc	Awning Window	2	12,700.00	25,400.00
SUB - TOTAL 1					102,310.00
LOT 2 - IMPROVEMENT OF THE FIRE STATION					
7	pc	Cement	55	300.00	16,500.00
8	pc	Steel Matting	18	930.00	16,740.00
9	gal	Paint (Primer Gray)	6	1,250.00	7,500.00
10	pc	Paint Tray (Big)	2	40.00	80.00
11	pc	Paint Brush (#7)	6	85.00	510.00
12	pc	Paint Brush (#4)	2	58.00	116.00
13	pc	Putty Knife (4")	2	99.00	198.00
14	gal	Lacquer Thinner	1	380.00	380.00
15	gal	Masonry Putty	1	660.00	660.00
16	pc	Sand Paper (120)	10	18.00	180.00
17	pc	Shovel	2	770.00	1,540.00
SUB - TOTAL 2					44,404.00
TOTAL					146,714.00

Purpose: Purchase and delivery of office furniture and fixture, equipment and supplies to be used by Bureau of Fire Protection, Calapan City Fire Station. as well as materials to be used in its improvement.

Signature:	Requested by:	Cash Availability:	Approved by:
Printed Name: MARILOU F. MORILLO	MARILOU F. MORILLO	NICASIO D. CATAPANG	MARILOU F. MORILLO
Designation: <i>City Mayor</i>	<i>City Mayor</i>	<i>City Treasurer</i>	<i>City Mayor</i>
PR 2021 v. 0			