

PURCHASE REQUEST

POSTED

Date: 07/07/25

LGU: CITY OF CALAPAN

Fund: GENERAL FUND

Department: CTCAO

PR No.: 0433

Date: 07/06/25

Section:

FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
Meals and Snacks					
1	pax	Food for the Screening:Rice,Kaldereta,Buko Pandan,Btld. Water	100	100.00	10,000.00
2	pax	Food for closed Inerview:Rice,Pork Teriyaki,Fried Fish,Fruits,Btld. Water	70	100.00	7,000.00
Photoshoot					
1	pax	Food During Photoshoot (AM Snacks)Pansit Bihon, Toasted Bread & Orange juice	70	100.00	7,000.00
2	pax	Food During Photoshoot (Lunch)Rice,Tortang Giniling, Bottled water	70	200.00	14,000.00
3	pax	Snacks)Cheezedog sandwich,Baked Macaroni	70	100.00	7,000.00
4	pax	Food During Photoshoot (Dinner)Rice, Pork steak, Banana cake, water	70	200.00	14,000.00
5	pax	Food During Rehersal:40 pax x 8days x P200	320	200.00	64,000.00
6	pax	Food during pageant proper:Rice, Pork steak, Banana cake, water	200	200.00	40,000.00
7	pax	Food for motorcade:Rice,Kaldereta,Fish Fillet,Buko Pandan,Btld. Water	60	100.00	6,000.00
					169,000.00

Purpose: For Mutya ng Lungsod ng Calapan 2025

Signature:	Requested by:	Cash Availability:	Approved by:
Printed Name: MARILOU F. MORILLO	NICASIO B. CATAPANG	MARILOU F. MORILLO	
Designation: City Mayor	City Treasurer 0539	City Mayor	