

RF 3 diagonals

OK WITH BAC
(P) 4/12/2025

PURCHASE REQUEST

LGU: CITY OF CALAPAN

Fund: Trust Liabilities - NSTP Fund

Department: CCC

PR No.: 0497

Date: 04/10/2025

Section:

FPP:

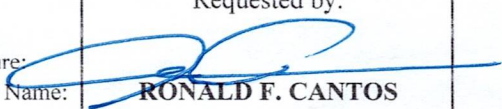
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
NSTP Commencement Exercises May 2025 May 30					
1	roll	Katrina Fabric Cloth (White)	1	3,500.00	3,500.00
2	roll	Katrina Fabric Cloth (Black)	1	3,500.00	3,500.00
3	ream	Vellum board, short, 100's	5	450.00	2,250.00
4	pcs	Photo frame (8.5" x 11")	100	120.00	12,000.00
5	pcs	Unisex School Bag	50	500.00	25,000.00
6	box	Pencil #2 Medium Yellow	12	130.00	1,560.00
7	box	Ballpen FO-GELB08 BLK12B 12s 0.5mm	12	90.00	1,080.00
8	pcs	Yarn Notebook	150	20.00	3,000.00
9	pcs	Excellent Intermediate Pad 200mm x 250 m. 80 Leaves	50	25.00	1,250.00
10	pcs	Plastic Ruler Clear 12"	50	10.00	500.00
11	pcs	Crayons 8 Colors	50	45.00	2,250.00
12	ream	Colored Paper (Red, Blue, Yellow, Green, Violet)	5	240.00	1,200.00
13	pcs	Pencil Sharpener 2 Holes Asstd Colours	50	10.00	500.00
14	pcs	Scissors	50	20.00	1,000.00
15	pcs	Pencil Eraser	50	15.00	750.00
16	pcs	Plastic Clear Envelope (Long)	50	15.00	750.00
TOTAL					60,090.00

Purpose: Supplies for the NSTP Commencement Exercises of the City College of Calapan.

Requested by:

Cash Availability:

Approved by:

Signature: 

Signature: 

Signature: 

Printed Name: RONALD F. CANTOS

Printed Name: NICASIO D. CATAPANG

Printed Name: MARILOU F. MORILLO

Designation: College Administrator

Designation: City Treasurer

Designation: City Mayor

PR 2021 v. 0 AI22

10:14

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4/8/25