

PURCHASE REQUEST

POSTED

LGU: CITY OF CALAPAN

Fund:

Date: 06/05/25
GENERAL FUND

Department: CMO

PR No.:

0818

Date:

06/03/25

Section:

FPP:

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	pax	Lot 1 Lunch: Rice, Chicken Afritada, Water, Mixed vegetables	40	200.00	8,000.00
2	pax	Lunch: Rice, grilled pork, softdrinks, maja blanca	40	200.00	8,000.00
		Sub-Total 1			16,000.00
3	pax	Lot 2 Buffet Meal: Rice, Beef Steak, Mixed Vegetable, fried chicken, lemon iced tea, coffe jelly, pesto pasta	500	450.00	225,000.00
		Sub-Total 2			225,000.00
4	lot	Lot 3 TV Net Live Coverage	1	15,000.00	15,000.00
		Sub-Total 3			15,000.00
5	lot	Lot 4 LED Wall	2	15,000.00	30,000.00
6	lot	Generator Set Rental	1	45,000.00	45,000.00
		Sub-Total 4			75,000.00
7	lot	Lot 5 Sound System and Lights Rental	1	30,000.00	30,000.00
		Sub-Total 5			30,000.00
8	lot	Lot 6 Flowers and Stage Design	1	49,500.00	49,500.00
		Sub-Total 6			49,500.00
9	pcs	Lot 7 Invitations, a4, glossy, full-colored, one-sided	200	80.00	16,000.00
10	pcs	Promotional tarpualin	1	3,800.00	3,800.00
		Sub-Total 7			19,800.00
10	lot	Lot 8 Talent Fee for Cultural Performers	1	10,000.00	10,000.00
		Sub-Total 8			10,000.00
					440,300.00

Purpose: to be used for SOCA Ulat ng Taumbayan 2025

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