

PURCHASE REQUEST

PROCESSED
Date: 09/03/25

LGU: **CITY OF CALAPAN**

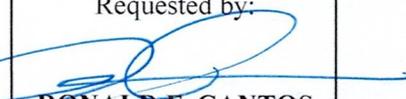
Fund: **Trust Liabilities - Graduation Fee**

Department: CCC PR No.: 0809
Section: _____ FPP: _____

Date: 05/20/2025

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
CITY COLLEGE OF CALAPAN 14th COMMENCEMENT EXERCISES					
<i>July 4, 2025</i>					
1	pax	Lunch for teaching and non-teaching <i>(Fish Fillet, Veggies, rice, Gelatin, and drink)</i>	100	250.00	25,000.00
2	pax	Lunch for Student Assistant -Usherettes <i>(Chicken Cordon Bleu, rice, caramelbar, and drink)</i>	30	250.00	7,500.00
3	pax	Lunch for Support personnel -TMO, CDRRMO, UTILITY Workers <i>(Menudo, rice, ube bar, and drink)</i>	20	250.00	5,000.00
4	pax	Food for Support personnel (Physical set up) <i>(Lumpiang Shanghai, Rice, Veggies, Mango Jelly and drinks)</i>	20	250.00	5,000.00
5	pax	Lunch for VIP (Guest of Honor and Visitors) <i>(Fried Chicken, side veggies, rice, and drink)</i>	25	450.00	11,250.00
TOTAL					53,750.00

Purpose: Meals for the City College of Calapan 14th Commencement Exercises.

Requested by: Signature:  Printed Name: RONALD F. CANTOS Designation: <i>College Administrator</i>	Cash Availability:  NICASIO B. CATAPANG <i>City Treasurer</i>	Approved by:  MARILOU F. MORILLO <i>City Mayor</i>
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