

## PURCHASE REQUEST

*Chofu*

Manaoag, Pangasinan  
LGU

Department: Mayor'sPR No.: 1070-12-2020Date: Dec. 14, 2020

Section: \_\_\_\_\_

SAI No.: \_\_\_\_\_

Date: \_\_\_\_\_

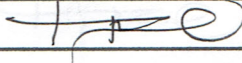
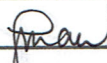

ALOBS No.: \_\_\_\_\_

Date: \_\_\_\_\_

Item No.	Qty.	Unit of Issue	Description	Estimated Unit Cost	Estimated Cost
1	2000	pcs	Brown Envelope Long		
2	8	pcs	Cartridge Ink No.21		
3	8	pcs	Cartridge Ink No. 22		
4	8	boxes	Pentel Pen black (permanent)		
5	5	boxes	Sign pen black		
6	20	pcs	Scotch Tape 2"		
7	20	boxes	Staple Wire #35		
8	5	pcs	Stapler #35		
9	10	pcs	Scissor big		
10	20	pcs	Bull Clip large		
11	20	pcs	Bull Clip small		
12	5	packs	Post it		
13	30	pcs	Correction Tape		
14	10	boxes	Paper Clip (Plastic coated)		
15	5	bottles	Uv Dye Ink black		
16	5	bottles	UV Dye Ink Yellow		
17	5	bottles	UV Dye Ink Magenta		
18	5	bottles	UV Dye Ink CYAN		
19	5	boxes	Paper Fastener (plastic coated)		
20	10	pcs	Logbook 500s		
21	10	packs	Sticker paper		
22	10	packs	Photopaper		
23	5	packs	Push pins		
24	10	rms	Book paper A4		
25	10	rms	Book paper Legal		
26	8	pcs	Flash drive 16GB		
27	10	bottle	Insect Spray 500ml		
28	10	bottle	Disinfectant Spray 500ml		
29	10	bottle	Furniture Cleaner		
APPROVED BUDGET FOR THE CONTRACT					99,900.00

*posted  
12-22-2020*

Purpose: operational use

	Requested by:	Cash Availability	Approved by:
Signature:			
Printed Name:	CARLITO P. HERNANDO	PERLA E. MADURO	HON. KIM MIKAEL G. AMADOR
Designation:	MDRRMO	Municipal Treasurer	Municipal Mayor