

Appendix 34

PURCHASE REQUEST
MUNICIPALITY OF MANAOAG
LGU

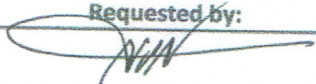
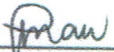
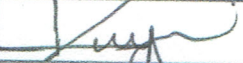
Department: Office of the Municipal Budget

PR No: 2020-11-237 Date: Nov. 27, 2020
SAI No: _____ Date: _____
ALOB No: _____ Date: _____

Section:

Item No.	Quantity	Unit of Issue	Item Description	Estimated Cost
1	6	bottles	Epson Ink Black L 1455	
2	6	bottles	Epson Ink Yellow L 1455	
3	6	bottles	Epson Ink Cyan L 1455	
4	6	bottles	Epson Ink Cyan L 1455	
5	4	liters	Brother Continuous Ink Black	
6	4	liters	Brother Continuous Ink Yellow	
7	4	liters	Brother Continuous Ink Cyan	
8	4	liters	Brother Continuous Ink Magenta	
9	40	reams	Book Paper Long Substance 20	
10	30	reams	Book Paper A4 Substance 20	
11	12	pieces	Correction Tape	
12	2	packs	Folder Tagboard Long	
13	2	packs	Folder Tagboard Short	
14	5	bottles	Air Freshener	
15	5	bottles	Glue big	
16	10	pieces	Record Book 500 pages	
17	8	packs	Tissue Paper	
18	5	boxes	Paper Clip small	
19	10	boxes	Paper Clip big	
20	5	rolls	Tape Transparent 1"	
21	1	piece	Calculator 10 digits	
22	10	pieces	Correction Tape	
23	10	boxes	Staple Wire No. 35	
24	5	boxes	Carbon paper long	
25	5	boxes	Paper Fastener (colored)	
26	5	bottles	Alcohol 70% 500ml.	
27	1	dozen	Sign Pen Black	
28	25	pieces	Ring Binder 3/4"	
29	5	pieces	Magazine File	
30	15	pieces	Ballpen Black	
			Approved Budget for the Contract	P110,000.00

Purpose: For the operational use in the Office of the MBO in this municipality.

	Requested by:	Cash Availability:	Approved by:
Signature			
Printed Name:	EDGARDO A. VALDEZ	PERLA E. MADURO	KIM MIKAEL G. AMADOR
Designation:	Municipal Budget Officer	Municipal Treasurer	Municipal Mayor