PURCHASE REQUEST

City Government
LGU

Department : City Mayor's Office –Integrated Gender and Development Division	PR.No. 1606 175	Date: JUN 1 5 2016
	SAI No. _____	Date: _____
Section :	ALOBS No. _____	Date : _____

Item No.	Quantity	Unit of issue	Item Description	Estimated Unit cost	Estimated Cost
			Category 25 Food and catering service without venue		
1.	1	lot	Meals and Snacks good for 200 participants Activity : Gender and Development (GAD) Education For IACAT Members August 17, 2016, 10:00am - 5:00pm 40 Participants - Delivery at SP conference Room, Davao City August 19, 2016, 10:00am - 5:00pm 40 Participants - Delivery at SP conference Room, Davao City August 22, 2016, 10:00am - 5:00pm 40 Participants - Delivery at SP conference Room, Davao City August 24, 2016, 10:00am - 5:00pm 40 Participants - Delivery at SP conference Room, Davao City August 26, 2016, 10:00am - 5:00pm 40 Participants - Delivery at SP conference Room, Davao City Menu : Meal: Rice, fried tuna belly, beef steak, lakatan, 200ml bot. soft drink and bot. mineral water Snack : special hopia and fruit juice in can Note : with standby coffee and cream		65,000.00

NEGOTIATED PROCUREMENT
53.9

SMALL VALUE PROC

BAC Res.No. 7-003
S. 2016 dated 7/19

CERTIFICATION :
This is to certify that the item stated above is included in the PPMP of this office under item # 2 of page 1

LORNA B. MANDIN
Officer-In-charge

RODRIGO R. DUTERTE
City Mayor

ATTY. TRISTAN DWIGHT P. DOMINGO
Assistant City Administrator
(Administration)

		TOTAL	65,000.00

Purpose: : Gender and Development (GAD) Education For IACAT Members

Requested by:		Cash Availability :	Approved by :
Signature:			
Printed Name : **Lorna B. Mandin**		**Rodrigo S. Riola**	**RODRIGO R. DUTERTE**
Designation : *Officer –In –Charge*		*City Treasurer*	*City Mayor*
Controlled and charge to : 1011 -11 (Gen Fund 2016)		**BELLA LINDA N. TANJILI**	
Fund Account Code: 753		**OIC – City Treasurer.**	ATTY. TRISTAN DWIGHT B. DOMINGO
Name and Signature of Controller :			Assistant City Administrator
Carmen T. Junsay			(Administration)
Date:		16 - 013957 - 65,000 6/17	

Original Copy: green copy for City Treasurer, Blue copy for City Accounting Office,   Original Copy: green copy for City Treasurer, Blue copy for City Accounting Office.