

PURCHASE REQUEST

TIME: 12:00
REC'D. BY: *[Signature]*

Fund Cluster: _____

Entity Name: _____

Office/Section: **DSWD**
KALAHI PR No.: 2020-07-1417
Responsibility Center Code: _____ Date: 07/24/2020

| Stock/ Property No. | Unit | Item Description | Quantity | Unit Cost | Total Cost |
|---|------|--|--|-----------|------------|
| | pax | Catering Services for 2 days 1 meal and 2 snacks Lunch , AM & PM Snacks Inclusions: With free flowing coffee/tea/chocolate drink, hot and cold drinking water, and pica-pica candies With one air-conditioned function room w/ the Following amenities: (1) Welcome streamer and backdrop (2) LCD Projector w/ widescreen, PA system w/ 3 microphones, audio jack & extension cords (3) round movable tables and chairs (4) Space for registration w/ tables and chairs (5) Free hi-speed wi-fi access (6) Stand by waiters/s and sound technician to attend to audio-visual equipment & food concerns ***** Nothing Follows ***** | 71 | 350.00 | 49,700.00 |
| <p>***no usage of plastic and disposable serving items e.g. coffee stirrer, coffee cups, styrofoam box, spoon and fork, etc.***</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p style="text-align: center; margin: 0;">FINANCE MANAGEMENT DIVISION</p> <p style="text-align: center; margin: 0;">FUNDS AVAILABLE</p> <p style="margin: 0;">BUDGET SECTION: <i>[Signature]</i></p> <p style="margin: 0;">DATE: <i>[Signature]</i></p> <p style="margin: 0;">REF: 31070030000000 (KC-NCDDP) current</p> <p style="margin: 0;">02-2020-VI-21 (60P) dtl 03-06-2020</p> <p style="margin: 0;">50202010-00 Comp. 1</p> </div> <div style="margin-top: 20px; text-align: center;"> <p>DSWD FIELD OFFICE VI BIDS & AWARDS COMMITTEE</p> <p>IRPG # <u>2020-07-0663</u></p> <p>BAC RES = _____</p> <p>DATE ROUNDED _____</p> <p>RECD BY: <i>[Signature]</i></p> </div> <div style="margin-top: 20px; text-align: center;"> <p>ADA VERONICA C. GREGIA PDO III</p> </div> | | | <p>TOTAL 49,700.00</p> | | |

Purpose: KC NCDDP Catering Services for the conduct of Municipal Accountability Reporting within the Municipality of Tobias Fornier, Antique on October 22-23, 2020.

Requested by: _____
Signature: *[Signature]*
Printed Name: ASUNCION M. SANTIAGO
Designation: OIC Chief - Promotive Division

Approved by: _____
[Signature]
MA. EVELYN B. MACAPOBRE, CESO III
 Regional Director

The Municipal Accountability Reporting is a venue to document the CVs experiences that will serve as an input for the LGU in making their way to promote the principles of participation, transparency and accountability in the local planning process that would eventually effect CDD institutionalization.