PURCHASE REQUEST

LGU: **MALITA** Fund: _____

Department: VICE MAYOR PR No.: N2503-179 Date: 03-24-25

Section: _____ FPP: _____

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		(2) DAYS CATERING SERVICES			
		2 MEALS & 4 SNACKS			
		BUFFET STYLE			
1	heads	**APRIL 14, 2025**	115	555.00	63,825.00
		AM SNACKS: pork empanada,canned juice/water			
		LUNCH: rice,grilled panga,kilawin kambing,beef steak,			
		crab & corn soup,fresh fruits,bottled water/softdrinks			
		PM SNACKS: club house sandwich,canned juice/water			
2	heads	**APRIL 15, 2025**	115	555.00	63,825.00
		AM SNACKS: chicken sandwich,canned juice/water			
		LUNCH: rice,chicken bola-bola,chicken caldereta,kinilaw bariles,			
		chicken sotanghon soup,fresh fruits,bottled water/softdrinks			
		PM SNACKS: egg sandwich,canned juice/water			
		GRAND TOTAL			**127,650.00**

Purpose: EMPOWERING LEGISLATIVE STAFF: TOOLS FOR EFFECTIVE GOVERNANCE.AT TALYER COMPOUND,POB. MALITA DVO. OCC

	Requested by:	Cash Availability:	Approved by:
Signature			
Printed Name:	**ESTEFANIE BAUTISTA-DUMAMA,MPA**	**ELSIE C. OSTIQUE,MPA,REA**	**ESTEFANIE BAUTISTA-DUMAMA,MPA**
Designation:	Municipal Vice Mayor	Mun. Treasurer	Municipal Vice Mayor