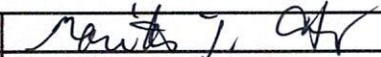
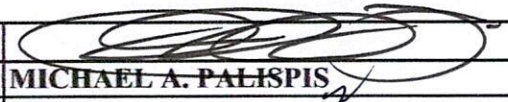


## PURCHASE REQUEST

Entity Name: DOT-REGION IV-A		Fund Cluster:			
Office/Section :		PR No.: 2021-08-257		Date: August 18, 2021	
Admin		Responsibility Center Code :			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		<b>Transportation</b>			
	lot	Van Hire for DOT Employees and Speaker Rizal - Quezon, Quezon - Calamba - Manila (Php 7,500.00 x 2 days)	2	7,500.00	15,000.00
		<b>Meals</b>			
	lot	Participants/Speaker/DOT Employees (AM Snack, Lunch, PM Snack) (Php 800.00 x 33 pax x 2 days)	66	800.00	52,800.00
	lot	Speaker/DOT Employee (Dinner) (Php 500.00 x 2 pax x 2 days)	4	500.00	2,000.00
	lot	Speaker/DOT Employee (Lunch) (Php 500.00 x 2 pax x 1 day)	2	500.00	1,000.00
		<b>Accommodation</b>			
	lot	Speaker/DOT Employee (Php 4,000.00 x 2 rooms x 2 nights)	4	4,000.00	16,000.00
		<b>Training Kit</b>	30	150.00	4,500.00
		Notebook, ballpen, ID holder, ID lace (Php 150.00 x 30 pax)			
	set	<b>Cooking Inredients,</b>	4	2,000.00	8,000.00

		<ul style="list-style-type: none"> <li>- 3kl Pork</li> <li>- 2kl Chicken</li> <li>- Assorted Vegetable</li> <li>- Condiments (Soy sauce, Ketchup, Vinegar, Patis, Hot Sauce, Liquid Seasoning, and Tomato sauce)</li> <li>- Spices (Garlic, Onion, Ginger, Bay Leaf, Pepper and peppercorn, salt and sugar)</li> </ul> <p>Note: menu may change without prior notice</p>			
	set	<b>Cooking Tools and Equipment:</b>	4	475.00	1,900.00
		-60pcs Hairnet -16pcs Butane Gas			
		<b>Personal Health Kit</b>	30	100.00	3,000.00
	lot	-2pcs Face mask (N95) -2pcs Face shield -Alcohol (50ml)			
		<b>Other Expences</b>			
		Tarpaulin (9 x 6 feet)	1	1,000.00	1,000.00
		Load Card P100/day)	2	100.00	200.00
		Antigen Test	2	2,200.00	4,400.00
		<b>TOTAL</b>			<b>109,800.00</b>

Purpose: Conduct of Seminar for Community-Based Kulinarya Workshop on September 15- 17, 2021 at Quezon Provice

Signature:		
Printed Name :	<b>MARITES T. CASTRO</b>	<b>MICHAEL A. PALISPIS</b>
Designation :	Chief, TOO	Regional Director