

PURCHASE REQUEST


VINCENT A. ISIP
 Supervising Administrative Officer

Entity Name: **MARIVELES MENTAL HOSPITAL**

Fund Cluster: _____


Office/Section: HOPSS- mtn DRRM-H		PR No.: 2019040157	Date: 29 March 2019 April 22, 2019		
		Responsibility Center Code: WH- DRR			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pax	Live-in Seminar Package for 3 days and 2 nights	21	3,200.00	67,200.00
		Inclusions:			
		Use of Function Room			
		Overnight room accommodation (triple sharing)			
		<i>Day 1</i>			
		One (1) AM Snacks			
		One (1) Lunch			
		One (1) PM Snacks			
		One (1) Dinner			
		<i>Day 2</i>			
		One (1) Buffet Breakfast			
		One (1) AM Snacks			
		One (1) Lunch			
		One (1) PM Snacks			
		One (1) Dinner			
		<i>Day 3</i>			
		One (1) Buffet Breakfast			
		One (1) AM Snacks			
		One (1) Lunch			
		One (1) PM Snacks			
		Use of Swimming Pool			
		Access to Open Grounds / Beach Area			
		Complete Banquet equipment:			
		Sound System with microphone			
		White board with markers and Eraser			
		Pads and Pencils			
		Mints and Candies			
		Flowing coffee and tea			
					67,200.00

Purpose: for Skill Enhancement / Teambuilding of MMH Emergency Medical Technicians and Mental Health and Psychosocial Support Team on May 22-24, 2019 at La Union.

Requested by:

Approved by:

Signature : 
 Printed Name : **RUBY LYNDA T. REYES, MD**
 Designation : **Manager, DRRM-H**


MARIA LOURDES L. EVANGELISTA, MD, DSBPP
 Chief of Hospital II

FUNDS AVAILABLE