**采购表**

**责任人:**  **审批人：**  **时间: 月 号**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 肉类采购 | | | | | |
| 名称 | 规格 | 单价 | 数量 | 总价 | 合计 |
| 鸡胸 | 箱 |  | 1 |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 蔬果采购 | | | | | |
| 名称 | 规格 | 单价 | 数量 | 总价 | 合计 |
| 大皮蛋 | 斤 |  | 5.6 |  |  |
| 小皮蛋 | 箱 |  | 1 |  |
| 西瓜 | 斤 |  | 53.3 |  |
| 苦菊 | 斤 |  | 3.1 |  |
| 尖椒 | 斤 |  | 7.9 |  |
| 生菜球 | 斤 |  | 5 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 调料采购 | | | | | |
| 名称 | 规格 | 单价 | 数量 | 总价 | 合计 |
| 油 | 桶 |  | 3 |  |  |
| 皇城后酱 | 瓶 |  | 5 |  |
| 麻花 | 包 |  | 8 |  |
| 苹果醋 | 件 |  | 2 |  |
| 生抽 | 桶 |  | 1 |  |
| 豆瓣酱 | 桶 |  | 1 |  |
| 魔芋 | 件 |  | 1 |  |
| 鸡精 | 件 |  | 1 |  |
| 蜂蜜 | 件 |  | 1 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 其他采购 | | | | | |
| 名称 | 规格 | 单价 | 数量 | 总价 | 合计 |
| 洗洁精 | 桶 |  | 3 |  |  |
| 窝窝头 | 箱 |  | 1 |  |
| 荷叶饼 | 件 |  | 2 |  |
| 拉皮 | 斤 |  | 5.9 |  |
| 千页豆腐 | 斤 |  | 6.1 |  |
| 馒头 | 个 |  | 400 |  |

**总金额:**