



PURCHASE REQUEST

Dept./Office: **ODIE**PR #: **GF-2021-08-00596**Date: **08-09-2021**Section/End-User: **Rafael B. Vergara Jr.**Category: **Food & Food Ingredients**Funding Source: **General Fund - MOOE**Project Title/Code: **ODIE2021A**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Meals-Lunch	packs	60	150.00		9,000.00
Specification: <i>(Good for 20 persons)</i> LUNCH MENU Lunch: P150.00/ pax <i>(packed in styro with fork and spoon)</i> Day 1: A. Lunch: <i>(20 pax)</i> 1. Rice 2. Chopsuey 3. Fried Chicken - 1 pc. each pax 4. Banana - 1 pc. each pax 5. Soft-drinks - bottle 295 ml. Day 2: <i>(20 pax)</i> A. Lunch: 1. Rice 2. Beef Steak 3. Bihon 4. Mangoe - 1 slice each pax Day 3: <i>(20 pax)</i> A. Lunch: 1. Rice 2. Pork Steak 3. Lumpia - 2 pcs. each pax 4. Pineapple - 2 slices each pax 5. Soft-drinks - bottle 300 ml.						
2	Snacks (Morning & Afternoon)	packs	120	60.00		7,200.00
Specification:						

SNACKS MENU (Good for 20 persons)

Snacks: **P60.00/ pax** (packed in paper bag)

Day 1:

A. Snacks (A.M.): (20 pax)

1. Meat Bread - 1 pc. each pax
2. Pineapple Juice - can 240 ml.

B. Snacks (P.M.): (20 pax)

1. Siopaoi- 1 pc each pax
2. Soft-drinks - bottle 295 ml.

Day 2:

A. Snacks (A.M.): (20 pax)

1. Puto Cheese - 4 pcs. each pax
2. Water - bottle 300 ml.

B. Snacks (P.M.): (20 pax)

1. Slice Bread - 3 slices each pax
2. Pancit Palabok - 1 pack each pax
3. Water - bottle 300 ml

Day 3:

A. Snacks (A.M.): (20 pax)

1. Buko Pie - 2 Slices each pax
2. Water - Bottle 300 ml.

B. Snacks (P.M.): (20 pax)

1. Suman Latik - 2 pcs. each pax
2. Buko Juice - bottle 300 ml.

TOTAL

16,200.00

Purpose: For VSU Newly-Hired Faculty Onboarding on August 19, 20 & 23, 2021.

Checked by:

VENICE B. IBAÑEZ

TWG - Food & Food Ingredients

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

RAFAEL B. VERGARA JR.

END USER

Noted by:

MA. RACHEL KIM L. AURE

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU