



GF-2020-10-00287

PPMP #: 24-5-653-2021-8-0-14



Republic of the Philippines
VISAYAS STATE UNIVERSITY
 Visca, Baybay City, Leyte

PURCHASE REQUEST

Dept./Office: **PRCRTC**PR #: **GF-2020-10-00287/1092**Date: **10-14-2020**Section/End-User: **Federico P. Godoy**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **RSPR.93.042**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Envelope, Coin, #5, 500pcs/box	box	1	210.00	JOSE L. BACUSMO	210.00
2	Net bags, fish net, 13" x 13"	pc	50	19.00	JOSE L. BACUSMO	950.00
3	Paper, Bond, A4, S-20, 70 gsm	reams	4	253.00	JOSE L. BACUSMO	1,012.00
4	Pen, Permanent Marker, black, fine tip	pieces	5	60.00	JOSE L. BACUSMO	300.00
5	Pen, Ball, blue	pieces	20	10.00	JOSE L. BACUSMO	200.00
6	Plastic Twine, 1kl/roll	rolls	10	65.00	JOSE L. BACUSMO	650.00
7	Tape, Masking, 1" x 25 yards	rolls	10	48.00	JOSE L. BACUSMO	480.00
8	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	2	204.00	JOSE L. BACUSMO	408.00
TOTAL						4,210.00

Purpose: Project use

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: FEDERICO P. GODOY END USER	Noted by: JOSE L. BACUSMO UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU