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PR-2025-0103-243590



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0465**Dept./Office: **IHK**Section/End-User: **Marvin B. Bandalan**Funding Source: **General Fund - MOOE**PR No.: **GF-2025-01-00013**Category: **Office Supplies**Project Title/Code: **IHK GAA 2025**Date: **01-03-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Floor Mop with wooden handle, heavy duty	pcs	5	240.00		1,200.00
2	Laminating Film, A4, 100 shts/box, 250 microns	boxes	4	1,430.00		5,720.00
TOTAL						6,920.00

Purpose: For IHK use

Checked by:

VIVIAN V. BALBARINO

Funds Available:

ALICIA M. FLORES

TWG - Office Supplies 8 1-to 25

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

MARVIN B. BANDALAN

Noted by:

ANDREW A. MAZO

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU