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PR-2024-0130-174356

To hmc



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

PURCHASE REQUEST

PPMP No. : 131-1-1544-2024-0-0-2

Dept./Office: **MMDC**PR No.: **STF-2024-01-00342**Date: **02-01-2024**Section/End-User: **Windy O. Tuyan**Category: **Printing Services**Funding Source: **Special Trust Fund**Project Title/Code: **UIMC-2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Printing of Sintra Boards for 2024 Graduation	lot	1	20,000.00		20,000.00
Specification: <ul style="list-style-type: none"> Specifications: <p>Sintra boards of various sizes totaling 10 sq. m. for use during the 2024 Graduation around August; specifications to be arranged with Production Team shortly before printing.</p>						
2	Printing of Sintra Boards for 2024 VSU Anniversary	lot	1	50,000.00		50,000.00
Specification: <ul style="list-style-type: none"> Specifications: <p>Sintra boards of various sizes totaling 10 sq. m. for use during the 2024 Anniversary in April/May, specifications to be arranged with Production Team shortly before printing.</p>						
3	Tarpaulin Printing for VSU Anniversary 2024	lot	1	50,000.00		50,000.00
Specification: <p>Specifications:</p> <p>For VSU Anniversary events</p> <p>Total of 1,750 sq. m.</p> <p>Designs will be prepared by end user</p> <p>1 inch allowance, with 6 eyelets (1 on each corner, 1 top and 1 bottom center)</p> <p>To be printed in various sizes on certain days</p>						
4	Tarpaulin Printing for VSU Graduation 2024	lot	1	30,000.00		30,000.00
Specification: <p>Specifications:</p>						

For VSU Graduation 2024.

Total of 1,750 sq. m.

Designs will be prepared by end user

1 inch allowance, with 6 eyelets (1 on each corner, 1 top and 1 bottom center)

To be printed in various sizes on certain days

TOTAL

150,000.00

Purpose: For university events..

Checked by:

ULDERICO B. ALVIOLA

TWG - Printing Services

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

WINDY O. TUYAN

Noted by:

ULDERICO B. ALVIOLA

UNIT HEAD, PROJECT LEADER

Approved by:

DANIEL LESTIE S. TAN
EDGARDO E. TULIN

OIC PRESIDENT, VSU