

PURCHASE REQUEST

PPMP No. : 24-5-2499-2024-2-0-20

Dept./Office: **PRCRTC**

PR No.: **GF-2024-03-00817**

Date: **03-06-2024**

Section/End-User: **John S. Bahandi**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **NRCCTP PROJECTS**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Certificate Frame	piece	10	200.00		2,000.00

Specification:

Specification:

- Wooden Frame
- Black
- A4 Size

2	Vellum Paper A4	reams	1	290.00		290.00
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Specification:

100pc/pack 220gsm A4 Vellum, white color

TOTAL

2,290.00

Purpose: Training and Workshop

Checked by:

SHALOM GRACE C. SUGANO

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

JOHN S. BAHANDI

Noted by:

DILBERTO O. FERRAREN

UNIT HEAD, PROJECT LEADER

Approved by:

DANIEL LESLIE S. TAN

PRESIDENT, VSU