



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

## PURCHASE REQUEST

Dept./Office: **OHLDHRA**

Section/End-User: **Arianne J. Caintic**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2022-09-01521**

Date: **09-09-2022**

Category: **Food & Food  
Ingredients**

Project Title/Code: **OHLDHRA - 2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Lunch (100.00)</b>	pack	60	100.00		6,000.00
2	<b>Snacks</b>	set	120	50.00		6,000.00

**Specification:**

- with drinks
- Should be packed individually

3	<b>STANDBY Coffee/Milo</b>	set	60	20.00		1,200.00
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**Specification:**

with stirrer and disposable cup

<b>TOTAL</b>						<b>13,200.00</b>
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Purpose: Orientation and Re-Orientation of Duties and Responsibilities of a VSU Security Personnel

Checked by:

**VENICE B. IBAÑEZ**

TWG - Food & Food Ingredients

Funds Available:

**ALICIA M. FLORES**

HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	<b>ARIANNE J. CAINTIC</b>	<b>JENNIFER E. ANDO</b>	<b>EDGARDO E. TULIN</b>
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU