

SCAN HERE



PR-2022-0705-43791



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


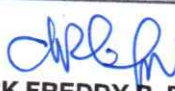

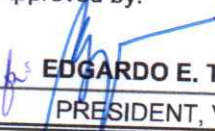
PURCHASE REQUEST

Dept./Office: **FARMI**PR No.: **TF-2022-07-00890**Date: **07-05-2022**Section/End-User: **Vanessa May B. Milan**Category: **Office Supplies**Duration: **2022-06-01**Funding Source: **Trust Fund**Project Title/Code: **20201050-6.70**to
2023-12-31

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	A4 Photo Paper	packs	2	150.00		300.00
Specification: <ul style="list-style-type: none"> No Backprint, No Back Print Photopaper Photopapers Size: A4 (8.25in x 11.75in) Content: 20 Sheets / pack Thickness: 230gsm Kind: Gloss 						
2	Alcohol, Ethyl, 75% solution, 1 gallon	gallon	2	480.00		960.00
Specification: 75% alcohol solution						
3	Broom, Soft (Tambo), Large, Heavy Duty	pcs	3	250.00		750.00
4	Clip, Double Binder, 1-5/8" (approx. 41mm), Black, 12 pcs/box	boxes	2	46.00		92.00
5	Clip, Double Binder, 2" (approx. 51mm), Black, 12 pcs/box	boxes	2	70.00		140.00
6	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	pcs	5	100.00	FE M. GABUNADA	500.00
7	Paper, Bond, A4, S-24, 80 gsm	reams	4	289.00		1,156.00
Specification: bright white, high premium quality						
8	Paper, Bond, Long, S-24, 80 gsm	reams	4	328.00		1,312.00
Specification: bright white, high premium quality						
9	Pen, Sign, .5mm, Gel-type, Blue	piece	30	35.00		1,050.00

10	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	pcs	1	1,500.00		1,500.00
11	Sticky Note, 2 x 3, Yellow	pads	5	79.00		395.00
12	Sticky Note, 3 x 5, Yellow	pads	2	150.00		300.00
13	Tape, Double Sided, 1" x 10m	rolls	5	35.00		175.00
14	Tape, Double Sided, 3/4" x 10m	rolls	5	26.00		130.00
TOTAL						8,760.00

Purpose: For office use

Checked by:		Funds Available:	
 DOREEN B. ALBA TWG - Office Supplies		 NICK FREDDY R. BELLO HEAD, ACCOUNTING OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	VANESSA MAY B. MILAN	 FE M. GABUNADA	 EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU