



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

SCAN HERE



PR-2023-0802-134946

## PURCHASE REQUEST

PPMP No. : 20-1-897-2023-6-0-23

Dept./Office: **IHK**

PR No.: **STF-2023-08-01349**

Date: **08-02-2023**

Section/End-User: **Marvin B. Bandalan**

Category: **Office Supplies**

Funding Source: **Special Trust Fund**

Project Title/Code: **Athletic Fee (SCUAA 2023 Opening)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Plaque, Customized</b>	pieces	1	1,500.00		1,500.00

**Specification:**

For special guests during university events

2	<b>Sintra Board (Customized)</b>	pc	13	1,000.00		13,000.00
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**Specification:**

White Sintra Board printed with different SUCs names

Size 5ft x 1.25 ft

**TOTAL**

**14,500.00**

Purpose: For SCUAA 2023 use

Checked by:

**JED ASAPH D. CORTES**

TWG - Office Supplies

Funds Available:

**ALICIA M. FLORES**

HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	<b>MARVIN B. BANDALAN</b>	<b>CHARIS B. LIMBO - RIVERA</b>	<b>EDGARDO E. TULIN</b>
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU