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PR-2025-0710-284408



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-062525-1261**Dept./Office: **OVPSAS**PR No.: **STF-2025-07-00826**Date: **07-10-2025**Section/End-User: **Sheila Marie C. Lemos**Category: **Accommodation**Funding Source: **Special Trust Fund - MOOE**Project Title/Code: **Student Leadership Congress**



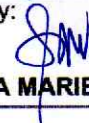

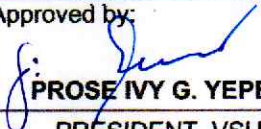
Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Room Accommodation (Good for 2 to 3 person per room)	unit	4	1,500.00	SHEILA MARIE C. LEMOS	6,000.00

Specification:

Room Accommodation for the Resource Person during the 2025 Student Leadership Congress.
 The schedule of the congress is on July 28-29, 2025. Resource person will arrive on July 27, 2025.

TOTAL						6,000.00
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Purpose: Room accommodation for guest speaker during the student leadership congress

Checked by:  ALEXANDER L. CABRAL TWG - Accommodation		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Prepared by:  SHEILA MARIE C. LEMOS	Noted by:  ALELI A. VILLOCINO UNIT HEAD, PROJECT LEADER	Approved by:  PROSE IVY G. YEPES PRESIDENT, VSU