



GF-2020-10-00424

PPMP #: 27-5-484-2021-8-0-0



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

PURCHASE REQUEST

Dept./Office: **VIHS**PR #: **GF-2020-10-00424**Date: **10-15-2020**Section/End-User: **Shalom Grace C. Sugano**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **JHS-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper Cutter, Wooden, 18" x 15" (A3)	pcs	2	2,500.00	SHALOM GRACE C. SUGANO	5,000.00

Specification:

guillotine paper cutter 18" (wooden cutter)

	TOTAL					5,000.00
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Purpose: For office use

Checked by:	Funds Available:
LEO A. MAMOLO	MYRNA S. PANCITO
TWG - Office Furniture & Fixture	HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	SHALOM GRACE C. SUGANO	SHALOM GRACE C. SUGANO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU