

SCAN HERE



PR-2023-0503-114900



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

PURCHASE REQUEST

PPMP No. : 56-5-1599-2023-3-0-1

PR No.: GF-2023-05-00801

Date: 05-03-2023

Dept./Office: DTE

Category: Office Supplies

Duration: 2023-01-01

to

2023-12-31

Section/End-User: Maria Precilla P. Balo

Project Title/Code: I Can Do It:
 Master's Teacher's Capability
 Building (EXT66)

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Refill, for Permanent Marker, Blue, 30mL	btls	2	115.00		230.00
2	Paper, Bond, A4, S-24, 80 gsm	reams	5	289.00		1,445.00
Specification: bright white, high premium quality						
3	Paper, Construction, Assorted Colors, 20 shts/pack	packs	10	46.00		460.00
Specification:						
4	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	packs	10	38.00		380.00
5	Pen, Permanent Marker, blue, broad tip	pieces	10	60.00		600.00
6	Pen, Ball, blue	pieces	65	10.00		650.00
7	Scissors, 6" heavy duty, good quality	piece	5	68.00		340.00
8	STICKY NOTES 3 X 4 ASSORTED COLORS	pad	10	79.00		790.00
TOTAL						4,895.00

Purpose: For extension project

Checked by: JED ASAPH D. CORTES TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: MARIA PRECILLA P. BALO END USER	Noted by: JOY A. BELLEN UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU