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PR-2024-0305-183321 ✓



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

## PURCHASE REQUEST

PPMP No. : 161-5-1196-2023-6-0-6

PR No.: GF-2024-03-00788

Date: 03-05-2024

Dept./Office: ARIC

Category: Office Supplies

Section/End-User: Mikhaela Anne Therese A. Bargamento


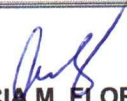


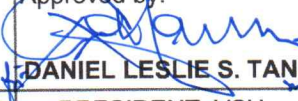
Project Title/Code: Advanced Research and Innovation Center 2

Funding Source: General Fund - MOOE

| Item #   | Item Description   | Unit   | Qty | Unit Cost | PAR/ICS | Total Cost |
|--|--|--------|-----|-----------|---------|------------|
| 1  | AAA battery charger Compact Charger                                  | pc     | 2   | 200.00    |         | 400.00     |
| <b>Specification:</b><br>?Pre-Charged Batteries ready to use<br>?Charges AA or AAA batteries<br>?Alkaline battery detection and auto shut off safety controls<br>?Compact design<br>?Fold away outlet plugs  |  |        |     |           |         |            |
| 2  | Air Freshener, Spray, at least 280mL, Lemon/Orange Scent             | tubes  | 15  | 220.00    |         | 3,300.00   |
| 3  | Alcohol, Ethyl, 70% solution, 500mL                                  | btls   | 20  | 125.00    |         | 2,500.00   |
| <b>Specification:</b><br>?Eliminates at least 99.9% of germs<br>?Safe on skin<br>?At least 70% solution Rubbing alcohol<br>?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan<br>?Brand offer should be at least 10 years in the market<br>?at least 5 years expiry |  |        |     |           |         |            |
| 4  | Bathroom Deodorizer, with holder, at least 100g, any scent           | pcs    | 10  | 80.00     |         | 800.00     |
| 5  | Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack | pack   | 10  | 125.00    |         | 1,250.00   |
| 6  | Battery, Rechargeable, Nickel-Metal Hydride, Size: AAA, 2 pcs/pack   | pack   | 5   | 785.00    |         | 3,925.00   |
| 7  | Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL  | gallon | 5   | 300.00    |         | 1,500.00   |
| 8  | Cork Board, Wall Mount, w/ aluminum frame, 4' x 8'                   | pcs    | 1   | 3,670.00  |         | 3,670.00   |
| 9  | Disinfectant Spray, 340g   | can    | 15  | 465.00    |         | 6,975.00   |

|   |   |        |     |        |  |                  |
|---|---|--------|-----|--------|--|------------------|
| 10  | Dust pan, plastic, stand-uphandle, large                                  | pc     | 5   | 140.00 |  | 700.00           |
| 11  | Duster, Feather   | pcs    | 10  | 56.00  |  | 560.00           |
| 12  | Duster, Microfiber (Cotton)   | pcs    | 5   | 102.00 |  | 510.00           |
| 13  | Fiber Doormat   | pc     | 10  | 150.00 |  | 1,500.00         |
| <b>Specification:</b><br>at least 15 X 23 inches            |   |        |     |        |  |                  |
| 14  | Floor Mop with wooden handle, heavy duty                                  | pcs    | 2   | 240.00 |  | 480.00           |
| 15  | Hand Sanitizer, Gel, Antibacterial, push-type, 250mL                      | btls   | 10  | 120.00 |  | 1,200.00         |
| 16  | Paper, Bond, A4, S-24, 80 gsm   | reams  | 100 | 289.00 |  | 28,900.00        |
| <b>Specification:</b><br>bright white, high premium quality |   |        |     |        |  |                  |
| 17  | Pen, Permanent Marker, black, fine tip                                    | pieces | 10  | 60.00  |  | 600.00           |
| 18  | Pen, Permanent Marker, blue, broad tip                                    | pieces | 10  | 60.00  |  | 600.00           |
| 19  | Record Book, Big, 300 pages   | pcs    | 10  | 150.00 |  | 1,500.00         |
| 20  | Record Book, Big, 500 pages   | pcs    | 10  | 175.00 |  | 1,750.00         |
| 21  | Soap, Detergent, Liquid, 1 gal, any scent                                 | gal    | 5   | 400.00 |  | 2,000.00         |
| 22  | Soap, Detergent, Powder, 1 kilo/pack, any scent                           | kl     | 5   | 150.00 |  | 750.00           |
| 23  | Toilet Brush with Holder  | set    | 10  | 180.00 |  | 1,800.00         |
| 24  | Trash Bag (Garbage Bag), Medium (13x13x32 inches), 10pcs/pack, Black      | pack   | 50  | 50.00  |  | 2,500.00         |
| 25  | Trash Bag (Garbage Bag), X-Large (18.5x18.5x40 inches), 10pcs/pack, Black | pack   | 10  | 85.00  |  | 850.00           |
| 26  | Universal socket adapter  | pc     | 20  | 34.00  |  | 680.00           |
| <b>TOTAL</b>  |   |        |     |        |  | <b>71,200.00</b> |

Purpose: For center use

|   |  |   |  |
|---|--|---|--|
| Checked by: <br><b>SHALOM GRACE C. SUGANO</b><br>TWG - Office Supplies |  | Funds Available: <br><b>ALICIA M. FLORES</b><br>HEAD, BUDGET OFFICE    |  |
| Signature:<br>Printed Name: <b>MIKHAELA ANNE THERESE A. BARGAMENTO</b><br>Designation:  | Prepared by: <br><b>MIKHAELA ANNE THERESE A. BARGAMENTO</b> | Noted by: <br><b>MA. THERESA P. LORETO</b><br>UNIT HEAD, PROJECT LEADER | Approved by: <br><b>DANIEL LESLIE S. TAN</b><br>PRESIDENT, VSU<br>3/12/24 |