

SCAN HERE



PR-2022-0712-45916



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

PURCHASE REQUEST

Dept./Office: **ODQA**PR No.: **STF-2022-07-00922**Date: **07-12-2022**Section/End-User: **Raul Anthony S. Valenzona**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **ODQA-2022_Folder-Datafiler**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Folder, Expanded, Long (Light Blue)	pcs	350	20.00		7,000.00
2	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	pcs	100	100.00		10,000.00
TOTAL						17,000.00

Purpose: to be used for the ISO Internal Audit Files

Checked by:

ALICIA M. FLORES

Funds Available:

ALICIA M. FLORES

TWG - Office Supplies

HEAD, BUDGET OFFICE *by other supplies*

Signature:

Printed Name:

Designation:

Requested by:

RAUL ANTHONY S. VALENZONA

END USER

Noted by:

EDITHA G. CAGASAN

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU