



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

PURCHASE REQUEST

PPMP No. : **5-5-2134-2023-7-0-2**

Dept./Office: **DBS**

Section/End-User: **Chester Breech T. Cuta**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2023-03-00337**

Category: **Office Supplies**

Project Title/Code: **VSU-IP-2022-6**

Date: **03-08-2023**

Duration: **2022-07-01**
 to
2025-06-30

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Binder Clip, 1.5", black	pcs	400	7.50	RIS MENDOEL R. MODINA	3,000.00
2	Old Newspapers	kilos	100	60.00	ANALYN M. MAZO	6,000.00

Specification:

Old newspaper used for mounting herbarium plant specimen.

3	Pail, Utility, Plastic, at least 16 liter cap,	pieces	160	250.00	RIS MENDOEL R. MODINA	40,000.00
TOTAL						49,000.00

Purpose: To be used on field sampling activity (1st quarter, 2023)

Checked by:		Funds Available:	
 JED ASAPH D. CORTES TWG - Office Supplies		 ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	CHESTER BREECH T. CUTA	ANALYN M. MAZO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU