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PR-2024-1023-231891



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

PURCHASE REQUEST

PPMP No. : 246-1-1551-2024-0-0-29

PR No.: STF-2024-10-03064

Date: 10-23-2024

Dept./Office: DSO

Category: Food & Food
 Ingredients

Section/End-User: Junard C. Gucela

Funding Source: Special Trust Fund

Project Title/Code: SWSO-24(Mental HEalth Week)

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Packed Meals (Lunch) Menu#1	pack	20	200.00		4,000.00
Specification: MENU (1) <ul style="list-style-type: none"> • CEASAR SALAD • CHICKEN LOLLIPOP • RICE • FRUITS • either soft-drinks, water dispenser or flowing coffee <p style="text-align: right;">Note: Activity is on November 6, 2024 at VSU Gym</p>						
2	Snacks AM	set	25	80.00		2,000.00
Specification: <ul style="list-style-type: none"> • one serving of snacks • one serving of softdrinks 						
3	Snacks PM	packs	25	80.00		2,000.00
Specification: <ul style="list-style-type: none"> • one serving of snacks • one serving of drinks 						
TOTAL						8,000.00
Purpose: for Mental Health Week						
Checked by: ALEXANDER L. CABRAL TWG - Food & Food Ingredients				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	JUNARD C. GUCELA	CHONA A. BRIT		PROSEIVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		

CHRIS JOSEPH S. SULCO