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PR-2022-0601-35661



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

PURCHASE REQUEST

PR No.: **STF-2022-06-00698**Date: **06-01-2022**Dept./Office: **ODIE**Category: **Office Supplies**Section/End-User: **Rafael B. Vergara Jr.**
 Project Title/Code: **ODIE-2022 (VSU Project
 Collaboration with SLSU)**
Funding Source: **Special Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-20, 70 gsm	reams	10	253.00		2,530.00
Specification: bright white, high premium quality						
TOTAL						2,530.00
Purpose: Urgently needed for the VSU Project in collaboration with SLSU.						
Checked by: DOREEN B. ALBA TWG - Office Supplies				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	RAFAEL B. VERGARA JR.		MA. RACHEL KIM L. AURE		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	