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PR-2024-0814-216559



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-080224-0330**PR No.: **GF-2024-08-01549**Date: **08-14-2024**Dept./Office: **Biodiversity Center**

Category: **Office Supplies
and General Merchandise
Products**

Section/End-User: **Leonard Paolo . Longatang**Project Title/Code: **RRTC.A.III.C.**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	spin mop head refill	pcs	5	35.00		175.00

Specification:

Spin mop Head rug refill**Micro Head Microfiber**

	TOTAL					175.00
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Purpose: for cleaning supplies

Checked by: VIVIAN V. BALBARINO		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
TWG - Office Supplies and General Merchandise Products		HEAD, BUDGET OFFICE	
Signature:	Prepared by: LEONARD PAOLO LONGATANG	Noted by: MARLITO JOSE M. BANDE	Approved by: PROSE IVY G. YEPES
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			