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PR-2024-0131-174753



PR-2024-0130-174840

Republic of the Philippines



VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

es

PURCHASE REQUEST

PPMP No. : 14-5-697-2023-8-0-4

Dept./Office: DOH

PR No.: GF-2024-01-00328

Date: 01-30-2024

Section/End-User: Catherine C. Arradaza

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: VSU-IP-2023-4 (2024)

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	6	600.00	CATHERINE C. ARRADAZA	3,600.00
2	Ballpen 50 Pieces, Blue	box of 50's	1	500.00	CATHERINE C. ARRADAZA	500.00

Specification:

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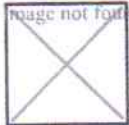
Line Weight: 0.5mm

Ink Type: Oil gel ink

3	Ink, Refill, for Permanent Marker, Black, 30mL	btls	3	115.00	CATHERINE C. ARRADAZA	345.00
4	Ink, Refill, for Permanent Marker, Blue, 30mL	btls	3	115.00	CATHERINE C. ARRADAZA	345.00
5	Ink, Refill, for Permanent Marker, Red, 30mL	btls	3	115.00	CATHERINE C. ARRADAZA	345.00
6	Multi-purpose Plastic Utility Tray	pcs	30	50.00	CATHERINE C. ARRADAZA	1,500.00

Specification:

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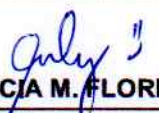


7	Paper, Bond, A4, S-24, 80 gsm	reams	5	289.00	CATHERINE C. ARRADAZA	1,445.00
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Specification:

bright white, high premium quality

8	Pen, Permanent Marker, red, broad tip	pieces	10	60.00	CATHERINE C. ARRADAZA	600.00
9	Permanent Marker, Black, Broad tip, 12pcs	boxes	2	700.00	CATHERINE C. ARRADAZA	1,400.00
10	Permanent Marker, Blue, Broad tip, 12pcs	boxes	2	700.00	CATHERINE C. ARRADAZA	1,400.00
11	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	5	204.00	CATHERINE C. ARRADAZA	1,020.00

TOTAL				12,500.00
Purpose: For Office Supplies				
Checked by:  SHALOM GRACE C. SUGANO			Funds Available:  ALICIA M. FLORES	
TWG - Office Supplies			HEAD BUDGET OFFICE	
Signature:	Requested by: 	Noted by: 	Approved by: 	
Printed Name:	CATHERINE C. ARRADAZA	CATHERINE C. ARRADAZA	DANIEL LESLIE S. TAN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER	OIC-PRESIDENT, VSU	