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PR-2023-1012-150854



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

PURCHASE REQUEST

PPMP No. : 20-1-897-2023-9-0-39

PR No.: STF-2023-10-02566

Date: 10-12-2023

Dept./Office: IHK

Category: Printing Services

Section/End-User: Marvin B. Bandalan

Project Title/Code: IHK Athletic Fee -
Documentation/Printing

Funding Source: Special Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	ID PRINTING VSU SCUAA 2023	lot	1	35,000.00		35,000.00
Specification: <ul style="list-style-type: none"> • Vellum Board • 698.00 pesos per 100 pcs • back to back printing • 3.7" x 5.25" • 4230 pcs • must be within 8 kilometers radius from VSU 						
2	Tarpaulin printing	sq. ft	500	30.00		15,000.00
Specification: <ul style="list-style-type: none"> • Full Color • Customized design • Design will be given by end user 						
TOTAL						50,000.00
Purpose: Publication and Printing of SCUAA IDs						
Checked by: ULDERICO B. ALVIOLA TWG - Printing Services				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	MARVIN B. BANDALAN		CHARIS B. LIMBO - RIVERA		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	