



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0476**

Dept./Office: **GRC**

PR No.: **GF-2025-02-00281**

Date: **02-28-2025**

Section/End-User: **Letty Jean C. Lor**

Category: **Trainings**

Funding Source: **General Fund - MOOE**

Project Title/Code: **GRC 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Accommodation and Meals Package	pc	40	4,500.00	LETTY JEAN C. LOR	180,000.00

Specification:

Accommodation and Meal package per person for GAD/GRC Training/Workshop/Seminar for 2 days and 1 night.

Inclusions:

Room accommodation

Venue and Sounds

Internet Connection

Snacks & Coffee/Water

Meals

TOTAL						180,000.00
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Purpose: Training of Trainers on Gender and Development (March 25-26, 2025)

Checked by:	 ALEXANDER L. CABRAL TWG - Trainings			Funds Available:	 ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by:	Noted by:			Approved by:	
Printed Name:	LETTY JEAN C. LOR	MARIANE U. DELA PEÑA			PROSE IVY G. YEPES	
Designation:		UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	