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PR-2024-1002-227005



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0585**Dept./Office: **OVPREI**PR No.: **GF-2024-10-01848**Date: **10-02-2024**Section/End-User: **CAROLINE B. ANDUYAN**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **OVPREI-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Gel Ink Sign Pen 0.5, blue	pcs	10	30.00		300.00
	TOTAL					300.00

Purpose: Office use

Checked by: VIVIAN V. BALBARINO TWG - Office Supplies 10/2/24		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Prepared by: CAROLINE B. ANDUYAN DPRC	Noted by: SANTIAGO T. PEÑA JR. UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU