



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

SCAN HERE



PR-2023-0314-104397

PURCHASE REQUEST

PPMP No. : 9-5-859-2023-7-0-0

Dept./Office: **DFST**

PR No.: **GF-2023-03-00391**

Date: **03-14-2023**



Section/End-User: **Pearl P. Vistal**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **GF- Higher Education for 2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	A4 Photo Paper	packs	10	150.00	PEARL P. VISTAL	1,500.00
Specification: ?No Backprint, No Back Print Photopaper Photopapers ?Size: A4 (8.25in x 11.75in) ?Content: 20 Sheets / pack ?Thickness: 230gsm ?Kind: Gloss						
2	Alcohol, Ethyl, 70% solution, 500mL	btls	10	125.00	PEARL P. VISTAL	1,250.00
Specification: ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
3	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	115.00	PEARL P. VISTAL	575.00
4	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	125.00	PEARL P. VISTAL	625.00
5	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	gallon	5	450.00	HENRY P. MODINA	2,250.00
6	Cleaner, Glass, 500mL, spray type, any scent	btls	5	200.00	PEARL P. VISTAL	1,000.00
7	Data Filer, Big size, Legal	pieces	5	500.00	PEARL P. VISTAL	2,500.00
8	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	pcs	10	195.00	PEARL P. VISTAL	1,950.00

9	Paper, Bond, A4, S-20, 70 gsm	reams	50	253.00	PEARL P. VISTAL	12,650.00
Specification: bright white, high premium quality						
10	Paper, Bond, A4, S-24, 80 gsm	reams	75	289.00	PEARL P. VISTAL	21,675.00
Specification: bright white, high premium quality						
11	Paper, Bond, Long, S-24, 80 gsm	reams	10	328.00	PEARL P. VISTAL	3,280.00
Specification: bright white, high premium quality						
12	Pen, Ball, blue	pieces	100	10.00	PEARL P. VISTAL	1,000.00
13	Pen, Ball, red	pieces	50	10.00	PEARL P. VISTAL	500.00
14	Pen, Sign, .5mm, Gel-type, Blue	piece	50	35.00	PEARL P. VISTAL	1,750.00
15	Pen, Whiteboard Marker, blue,	pieces	50	50.00	PEARL P. VISTAL	2,500.00
16	Staple Wire, #35	boxes	5	30.00	PEARL P. VISTAL	150.00
17	Sticky Note, 2 x 3, Yellow	pads	50	79.00	PEARL P. VISTAL	3,950.00
18	Tape, Masking, 3/4" x 25 yards	rolls	10	36.00	PEARL P. VISTAL	360.00
19	Toilet Bowl and Urinal Cleaner, at least 500mL	btls	5	125.00	HENRY P. MODINA	625.00
20	Wet and dry vacuum cleaner	pc	1	5,000.00	HENRY P. MODINA	5,000.00
21	white vellum board paper	pack	20	33.00	PEARL P. VISTAL	660.00
Specification: <ul style="list-style-type: none"> Vellum Board Paper Grammage: 220 gsm Size: A4 Color: White Packaging Size: 10 sheets per pack 						
TOTAL				65,750.00		
Purpose: for office use						
Checked by:  JED ASAPIN D. CORTES TWG - Office Supplies				Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	PEARL P. VISTAL		LYNETTE C. CIMA FRANCA		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	

3/30/23