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PR-2024-0705-209047



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-050924-0103**Dept./Office: **MMDC**PR No.: **IGP-2024-07-01329**Date: **07-05-2024**Section/End-User: **Windy O. Tuyan**Category: **Office Supplies**Funding Source: **Income Generating Project**Project Title/Code: **VPP-2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink Pump Unit, Part# 042-17151-509 (Riso CV3230)	pc	1	4,692.00		4,692.00
2	Leroy Stamping VSU Logo	unit	2	1,000.00		2,000.00

Specification:

- Circle
- LXWXH
- 4CM

TOTAL						6,692.00
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Purpose: For additional supplies for binding services.

Checked by: VIVIAN V. BALBARINO TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Prepared by: WINDY O. TUYAN	Noted by: ULDERICO B. ALVIOLA UNIT HEAD, PROJECT LEADER	Approved by: PROSEMY G. YEPES PRESIDENT, VSU