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PR-2022-0621-39806



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

PURCHASE REQUEST

Dept./Office: **OHIGP**PR No.: **GF-2022-06-00843**Date: **06-21-2022**Section/End-User: **Marvin B. Bandalan**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **OHLDHRA**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Cartolina, US, Blue, at least 160gsm	pcs	20	14.00		280.00
2	Cartolina, US, Light Green, at least 160gsm	pcs	20	14.00		280.00
3	Pen, Permanent Marker, black, broad tip	pieces	20	60.00		1,200.00
4	Post it	pieces	10	20.00		200.00

Specification:

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TOTAL						1,960.00
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Purpose: For training/workshop use

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: MARVIN B. BANDALAN END USER	Noted by: JENNIFER E. ANDO UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU