



PURCHASE REQUEST

PR No.: GF-2022-11-02338 Date: 01-17-2023

PPMP No.: 83-5-1609-2023-10-0-1

Dept./Office: OGS

Section/End-User: Maricar B. Posas

Funding Source: General Fund - MOOE

Project Title/Code: Seminar Workshop in Making
Publishable Paper for Graduate Students

Category: Food & Food
Ingredients

Item #	Item Description	Unit	Qty	Unit Cost	PAR/CS	Total Cost
1	Lunch for 2 days for Graduate Students	pack	120	150.00		18,000.00

Specification:

buffet style good for 120 person (60 person/day)

2	Snacks AM	set	120	50.00		6,000.00
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Specification:

- with drinks
- Should be packed individually

3	Snacks PM	packs	120	50.00		6,000.00
TOTAL						30,000.00

Purpose: Seminar-Workshop

Checked by: JULIUS B. SERNA		Funds Available: ALICIA M. FLORES	
TWG - Food & Food Ingredients		HEAD, BUDGET OFFICE	
Signature:	Requested by: MARICAR B. POSAS	Approved by: EDGARDO B. TULIN	Designation: PRESIDENT, VSU
Printed Name:	UNIT HEAD, PROJECT LEADER	ANABELLA B. TULIN	
Noted by:			



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