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PR-2024-0118-170810



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

PURCHASE REQUEST

PPMP No. : 162-5-2869-2024-0-0-6

Dept./Office: ODE

PR No.: GF-2024-01-00149

Date: 01-18-2024

Section/End-User: Marianne Joyce L. De Caiman

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: ODEx Admin

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Facial Tissue 1 Pc 14 x 9 Cm	boxes	10	125.00		1,250.00
Specification: Facial Tissue 1 Pc 14 x 9 Cm						
2	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	10	204.00		2,040.00
TOTAL						3,290.00

Purpose: Office Supplies

Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: MARIANNE JOYCE L. DE CAIMAN END USER	Noted by: ANTONIO P. ABAMO UNIT HEAD, PROJECT LEADER	Approved by: DANIEL LESLIE S. TAN OIC-PRESIDENT, VSU