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PR-2024-1016-230965



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092924-0714**PR No.: **GF-2024-10-03013**Date: **10-16-2024**Dept./Office: **USHER**Category: **Office Equipment**Section/End-User: **Clara P. Mercado**Project Title/Code: **USHER PPMP (OFFICE SUPPLIES
AND LICENSING) 2025**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Toner Kit,Ecosys M2540 dn/L	btls	7	8,000.00		56,000.00
	TOTAL					56,000.00

Purpose: for office use

Checked by: NORMAN O. VILLAS TWG - Office Equipment		Funds Available: ALICIA M. FLORES 10-25 HEAD, BUDGET OFFICE	
Signature:	Prepared by: CLARA P. MERCADO	Noted by: ELWIN JAY V. YU 10-18-24 UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU