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PR-2023-0214-96149



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

PURCHASE REQUEST

PPMP No. : 66-1-903-2023-7-0-0

PR No.: STF-2023-02-00201

Date: 02-14-2023

Dept./Office: SPMO

Category: **Office Supplies
 and General Merchandise
 Products**

Section/End-User: Doreen B. Alba

Funding Source: Special Trust Fund

Project Title/Code: VSU Fuel Station 2023

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bleach, liquid, 99.9% antibac, 1 gallon	gallon	1	450.00		450.00
2	Paper, Bond, A4, S-20, 70 gsm	reams	5	253.00		1,265.00
Specification: bright white, high premium quality						
3	Pen, Ball, blue	pieces	15	10.00		150.00
4	Pen, Sign, .5mm, Gel-type, Blue	piece	10	35.00		350.00
TOTAL						2,215.00

Purpose: For office use.

Checked by:		Funds Available:	
JED ASAPH D. CORTES		ALICIA M. FLORES	
TWG - Office Supplies and General Merchandise Products		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	DOREEN B. ALBA	ALICIA M. FLORES	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU 2/27/23