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PR-2022-0913-62894



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

## PURCHASE REQUEST

Dept./Office: **ODS**PR No.: **GF-2022-09-01666**Date: **09-13-2022**Section/End-User: **Junard C. Gucela**Category: **Hardwares**Funding Source: **General Fund - MOOE**Project Title/Code: **ODS-OFFICE OF THE STUDENT WELFARE SERVICES**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Glass Mirror, 1/4"(thick) x 12" x 24"	piece	1	500.00		500.00
<b>Specification:</b> Good Quality						
<b>TOTAL</b>						<b>500.00</b>
Purpose: For Office Supply used for 2023						
Checked by: <b>MARLON G. BURLAS</b> TWG - Hardwares				Funds Available: <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE 05WS-2022		
Signature:	Requested by:	Noted by:			Approved by: SMO	
Printed Name:	<b>JUNARD C. GUCELA</b>	<b>MANOLO B. LORETO JR.</b>			<b>EDGARDO E. TULIN</b>	
Designation:	END USER	UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU 9/15/22	