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PR-2023-0724-132766



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

PURCHASE REQUEST

PPMP No. : 59-5-2047-2023-6-0-14

PR No.: GF-2023-07-01261

Date: 07-24-2023

Dept./Office: OVPAF

Category: Accommodation

Section/End-User: Frances Ann A. Santos

Project Title/Code: Write up workshop on
 Synchronization of the QMS Portal and eRecords
 Management System.

Funding Source: General Fund - MOOE

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|--|------|-----|------------|---------|------------|
| 1 | Accommodation, Meals, and Training Venue Package | unit | 1 | 100,000.00 | | 100,000.00 |

Specification:

1 day accommodation for 35 participants

- Individual Beds
- Airconditioned rooms

Meals for 35 Participants

Day 1

- AM Snacks
- Lunch
- PM Snacks
- Dinner

Day 2

- Breakfast
- AM Snacks
- Lunch
- PM Snacks

Training Venue

- Can accommodate 35 participants comfortably
- Airconditioned venue
- with sound system and visual equipment

| | | | | | | |
|--|--------------|--|--|--|--|-------------------|
| | TOTAL | | | | | 100,000.00 |
|--|--------------|--|--|--|--|-------------------|

Purpose: Write up workshop on the Synchronization of the QMS Portal and eRecords Management System on Aug 10-11, 2023 at JY

| | | | |
|---|---|--|---|
| Checked by: <i>Estillo</i> CHELYN ESTILLORE TWG - Accommodation | | Funds Available: <i>Alicia</i> ALICIA M. FLORES HEAD, BUDGET OFFICE | |
| Signature: Printed Name: Designation: | Requested by: <i>Frances</i> FRANCES ANN A. SANTOS END USER | Noted by: <i>toni</i> TONI MARC L. DARGANTES UNIT HEAD, PROJECT LEADER | Approved by: <i>Edgardo</i> EDGARDO E. TULIN PRESIDENT, VSU |