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PR-2024-0205-175845



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

PURCHASE REQUEST

PPMP No. : 71-1-861-2024-1-0-4

Dept./Office: BuO

PR No.: STF-2024-02-00388

Date: 02-05-2024

Section/End-User: ERLY S. ESGUERRA

Category: Office Supplies

Funding Source: Special Trust Fund

Project Title/Code: Budget-Office 2024

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Calculator, desktop-type, 12 digits, 2-way power, plastic keys	unit	3	530.00		1,590.00
TOTAL						1,590.00

Purpose: For Office Use

Checked by:

SHALOM GRACE C. SUGANO

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

ERLY S. ESGUERRA

Noted by:

ALICIA M. FLORES

UNIT HEAD, PROJECT LEADER

Approved by:

DANIEL BESUE S. TAN
PRESIDENT, VSU