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PR-2022-0328-23737



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

PURCHASE REQUEST

Dept./Office: **CN**PR No.: **STF-2022-03-00309**Date: **03-28-2022**Section/End-User: **Joel Rey U. Acob**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **CON-LABORATORY FEES**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Soft Broom (Tambo) 200g minimum, heavy duty	pcs	5	220.00	JOEL REY U. ACOB	1,100.00
2	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	pcs	1	1,500.00	JOEL REY U. ACOB	1,500.00
TOTAL						2,600.00

Purpose: To be able to use at laboratory room

Checked by:

ALICIA M. FLORES

Funds Available:

ALICIA M. FLORES

TWG - Office Supplies

HEAD, BUDGET OFFICE

Signature:

Requested by:

Noted by:

Approved by:

Printed Name:

JOEL REY U. ACOB**JOEL REY U. ACOB****EDGARDO E. TULIN**

Designation:

END USER

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU

18 March 2022