

FILE

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PR-2024-0216-179258



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

PURCHASE REQUEST

PPMP No. : 26-5-1132-2024-0-0-2

PR No.: GF-2024-02-00545

Date: 02-20-2024

Dept./Office: ITEEM

Category: Office Supplies

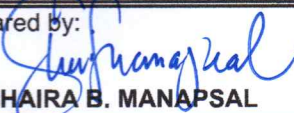
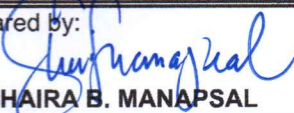
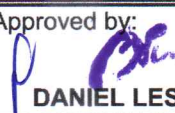
Duration: 2024-01-02

Section/End-User: Shaira B. Manapsal

Project Title/Code: Natural
Resource Managementto
2024-12-31

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	2 ply Toilet Paper	rolls	30	25.00		750.00
2	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	2	600.00		1,200.00
3	Bathroom Deodorizer, with holder, at least 100g, any scent	pcs	10	80.00		800.00
4	Broom	pc	15	100.00		1,500.00
Specification: Multifunctional Magic Broom Clean Floor Surface Remove Dirt Hair Household Silicone Mop FREE MOUNT						
5	Floor Mop with wooden handle, heavy duty	pcs	2	240.00		480.00
6	Liquid Hand Soap, 500 ml.	btls	10	120.00		1,200.00
Specification: Liquid Hand Soap, 500 ml, assorted variants - apple, aloe vera, strawberry, melon, lavender						
7	Mop Rug, Heavy Duty, 100% cotton	pieces	3	90.00		270.00
8	Muriatic Acid concentrated scented	gal	2	350.00		700.00
9	Nylon, #300, for grass cutter	kl	4	450.00		1,800.00
10	Paper, Bond, A4, S-24, 80 gsm	reams	13	289.00		3,757.00
Specification: bright white, high premium quality						
11	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	5	150.00		750.00
12	Stick Broom (tingting) 6" from the top, approx 370 pcs	piece	5	40.00		200.00
TOTAL						13,407.00
Purpose: For project use						

Checked by:  SHALOM GRACE C. SUGANO TWG - Office Supplies		Funds Available:  ALICIA M. FLORES <i>EXT 42</i> HEAD, BUDGET OFFICE <i>made - 24</i>	
Signature:  Printed Name: SHAIRA B. MANAPSAL Designation:	Prepared by:  SHAIRA B. MANAPSAL	Noted by:  KLEER JEANN G. LONGATANG UNIT HEAD, PROJECT LEADER	Approved by:  DANIEL LESLIE S. TAN PRESIDENT, VSU