



PPMP #: 23-5-1233-2021-8-0-9

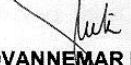


Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00612/1428**Date: **10-16-2020**Section/End-User: **Jerrel Ann L. Lagitao**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **NCRC14-1420.16**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bleach, Liquid, 99.9% Antibac, 3785 mL	gallon	5	250.00		1,250.00
2	Correction Fluid, waterbase, 15 mL	btl	5	40.00		200.00
3	Correction Pen, rolling ball-metal tip	pc	5	220.00		1,100.00
4	Correction Tape, 8m x 5mm wide	pc	5	40.00		200.00
5	File Organizer (Accordion), Expanding, w/ 13 inside pockets & index tabs, Legal	pieces	4	368.00		1,472.00
6	Folder, File, Long, 14pts, White	piece	30	10.00		300.00
7	Hand Towel, cloth, cotton, 12 pcs/pack	piece	1	160.00		160.00
8	Paper, Bond, A4, S-20, 70 gsm	reams	5	253.00		1,265.00
9	Paper, Bond, Long, S-20, 70 gsm	reams	5	286.00		1,430.00
10	Paper, Bond, Short, S-20, 70 gsm	reams	3	245.00		735.00
11	Paper, Photo, matte finish, 146GSM, 10 shts/pack	pack	5	75.00		375.00
12	Polyethylene Bag, autoclavable, 10" x 16" x .002	kgs	5	200.00		1,000.00
13	Polyethylene Bag, autoclavable, 3" x 10" x .002	kgs	5	200.00		1,000.00
14	Polyethylene Bag, autoclavable, 8" x 12" x .002	kgs	5	200.00		1,000.00
15	Soap, Detergent, Liquid, 1 gal, any scent	gal	3	350.00		1,050.00
16	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	5	105.00		525.00
17	Soap, Dishwashing, Liquid, 250mL	btls	5	150.00		750.00
18	Tape, Duct, 2" x 25m, Black/Grey	rolls	2	180.00		360.00
19	Tape, Masking, 1" x 25 yards	rolls	10	48.00		480.00
20	Tape, Packaging, 2" x 100 yards, Tan	rolls	10	55.00		550.00
21	Tape, Transparent, 12mm x 50m	rolls	5	68.00		340.00
22	Tape, Transparent, 24mm x 50m	rolls	5	120.00		600.00
23	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	10	204.00		2,040.00

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
	TOTAL					18,182.00
Purpose: Office use						
Checked by:  DOREEN B. ALBA TWG - Office Supplies				Funds Available:  MYRNA S. PANCITO HEAD, BUDGET OFFICE 		
Signature:	Requested by:  JERREL ANN L. LAGITAO		Noted by:  JOVANNEMAR P. ANIRE		Approved by:  EDGARDO E. TULIN	
Printed Name:	JERREL ANN L. LAGITAO		JOVANNEMAR P. ANIRE		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	