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PR-2022-1115-75869



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

PURCHASE REQUEST

PPMP No. : 131-5-1544-2023-7-0-0

PR No.: GF-2022-11-02311

Date: 11-15-2022

Dept./Office: MMDC

Category: Office Supplies

Section/End-User: Windy O. Tuyan

Project Title/Code: OFFICE OF THE PRINTING PRESS-
2023

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Cartolina, US, White, at least 160gsm	pcs	215	14.00		3,010.00
2	Paper, Bond, A4, S-24, 80 gsm	reams	13	289.00		3,757.00

Specification:

bright white, high premium quality

TOTAL						6,767.00
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Purpose: For Office supplies

Checked by:	Funds Available:
 JED ASAPH D. CORTES TWG - Office Supplies	 ALICIA M. FLORES HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	WINDY O. TUYAN	JED ASAPH D. CORTES	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU