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PR-2024-1008-229037



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

## PURCHASE REQUEST

PR No.: **GF-2024-10-02583**Date: **10-10-2024**PPMP No. : **PPMP-2025-092524-0570**Dept./Office: **CFES**Section/End-User: **Jesibel L. Muertigue**Funding Source: **General Fund - MOOE**Category: **Office Supplies  
and General Merchandise  
Products**Project Title/Code: **CFES Indicative PPMP for  
2025\_GAA (MOOE)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Red Carpet	meter	5	800.00		4,000.00

**Specification:**

Color: Red

With Edging

Width: 4 ft

Thickness: 4mm

Heavy Duty

**TOTAL****4,000.00**

Purpose: Purchase of office supplies and materials

Checked by:

**VIVIAN V. BALBARINO**

Funds Available:

**ALICIA M. FLORES**

TWG - Office Supplies and General Merchandise Products

HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	<b>JESIBEL L. MUERTIGUE</b>	<b>ARTURO E. PASA</b>	<b>PROSE IVY G. YEPES</b>
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU