

SCAN HERE



PR-2024-0117-170361



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

RECEIVED
JAN 19 2024

BY:

PURCHASE REQUEST

PPMP No. : 22-5-636-2024-0-0-8

Dept./Office: **NARC**PR No.: **GF-2024-01-00118**Date: **01-17-2024**Section/End-User: **Cielo F. Señara**Category: **Hardware**Funding Source: **General Fund - MOOE**Project Title/Code: **NARC Overhead Cost**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Plywood, Ordinary, 1/4"(thickness) x 4' x 8'	piece	15	220.00		3,300.00

Specification:

Standard, Good Quality

	TOTAL					3,300.00
--	--------------	--	--	--	--	-----------------

Purpose: for VSU Anniversary

Checked by:		Funds Available:	
 PHLOEM D. GALUPO		 ALICIA M. FLORES	
TWG - Hardware		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	CIELO F. SEÑARA	ROMEL B. ARMECIN	DANIEL LESLIE S. TAN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	OIC-PRESIDENT, VSU

SCAN HERE



PR-2024-0117-170363



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

PURCHASE REQUEST

PPMP No. : 22-5-636-2024-0-0-8

Dept./Office: NARC

PR No.: GF-2024-01-00119

Date: 01-17-2024

Section/End-User: Cielo F. Señara

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: NARC Overhead Cost

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	6	220.00		1,320.00
2	Alcohol, Ethyl, 70% solution, 500mL	btls	4	125.00		500.00

Specification:

?Eliminates at least 99.9% of germs

?Safe on skin

?At least 70% solution Rubbing alcohol

?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan

?Brand offer should be at least 10 years in the market

?at least 5 years expiry

3	Bathroom Deodorizer, with holder, at least 100g, any scent	pcs	6	80.00		480.00
4	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	4	115.00		460.00
5	Cleaner, Glass, 500mL, spray type, any scent	btls	2	220.00		440.00
6	Envelope, Expanding, with garter tie, blue, long	pc	20	20.00		400.00
7	Folder, File, Long, 14pts, White	piece	50	10.00		500.00
8	Folder, Pressboard, US, Green, Long	pcs	30	35.00		1,050.00
9	Folder, Sliding, Plastic, w/ binder, Long, transparent	pcs	50	10.00		500.00
10	Morocco board, A4, 100pcs/ream, 230 gsm, for cover.green	ream	2	450.00		900.00
11	Paper, Bond, A4, S-20, 70 gsm	reams	20	253.00		5,060.00

Specification:

bright white, high premium quality

12	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00
----	-------------------------------	-------	----	--------	--	----------

Specification:

bright white, high premium quality						
13	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	2	150.00		300.00
14	Soap, Dishwashing, Liquid, 250mL	btls	3	150.00		450.00
TOTAL						18,140.00
Purpose: for office use						
Checked by:				Funds Available:		
SHALOM GRACE C. SUGANO				ALICIA M. FLORES		
TWG - Office Supplies				HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:			Approved by:	
Printed Name:	CIELO F. SEÑARA	ROMEL B. ARMECIN			DANIEL LESLIE S. TAN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER			OIC-PRESIDENT, VSU	