

Supply - Budget

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PR-2024-1003-227517



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0555**PR No.: **GF-2024-10-02025**Date: **10-03-2024**Dept./Office: **ISRDS**Category: **Office Supplies
and General Merchandise**Section/End-User: **RHEA ANGELIE F. DAYONDON** ProductsFunding Source: **General Fund - MOOE**Project Title/Code: **301000000 - ISRDS**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	mugs breakable	pc	6	50.00		300.00
Specification: Coffee mugs						
2	Spoon & Fork set	dozen	2	100.00		200.00
TOTAL						500.00

Purpose: For office workshop/conference/meetings use

Checked by:

VIVIAN V. BALBARINO

Funds Available:

ALICIA M. FLORES m1-2025

TWG - Office Supplies and General Merchandise Products 2-10/3/24

HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	RHEA ANGELIE F. DAYONDON	LILIAN B. NUÑEZ	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU