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PR-2024-0906-221431



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-090424-0403**Dept./Office: **DSO**PR No.: **STF-2024-09-01688**Date: **09-06-2024**Section/End-User: **Junard C. Gucela**Category: **Printing Services**Funding Source: **Special Trust Fund**Project Title/Code: **DSO-ISPSO-2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	sintra board (Student welfare Services)	sq. ft	1	2,250.00		2,250.00
Specification: Specification: Price: 150 Square Ft Size for Sintra Board needed: $3' \times 5' = 15' \times 150 = 2250$						
2	sintra board (DSO Directory)	ft	1	3,600.00		3,600.00
Specification: Specification: Price: 150 Square Ft Size for Sintra Board needed: $4' \times 8' = 24' \times 150 = 3600$						
TOTAL						5,850.00
Purpose: For Office use						
Checked by:				Funds Available:		
MARIANE U. DELA PEÑA TWG - Printing Services				ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	JUNARD C. GUCELA	CHRISTINA A. GABRILLO		PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		