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PR-2023-0504-115383



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

PURCHASE REQUEST

PPMP No. : 90-1-897-2023-7-0-3

Dept./Office: OHIGP

PR No.: STF-2023-05-00812

Date: 05-04-2023

Section/End-User: Rafael F. Enage

Category: Office Supplies

Funding Source: Special Trust Fund

Project Title/Code: VSU-GBR 2023

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Broom, Soft (Tambo), Large, Heavy Duty	pcs	5	250.00	RAFAEL F. ENAGE	1,250.00
2	Cleanser, Powder, 500g, any scent	btls	5	76.00		380.00
3	Correction Tape, 8m x 5mm wide	pc	5	40.00	RAFAEL F. ENAGE	200.00
4	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity	pcs	5	240.00	RAFAEL F. ENAGE	1,200.00
5	Dust pan, plastic, stand-up handle, large	pc	3	140.00	RAFAEL F. ENAGE	420.00
6	Ink, Refill, for Whiteboard Marker, Black, 30mL	btls	2	165.00	RAFAEL F. ENAGE	330.00
7	Pen, Sign, .5mm, Gel-type, Blue	piece	20	35.00	RAFAEL F. ENAGE	700.00
8	Soap, Dishwashing, Liquid, 250mL	btls	5	150.00	RAFAEL F. ENAGE	750.00
TOTAL						5,230.00

Purpose: GBR Repair and Maintenance

Checked by: JED ASAPH D. CORTES TWG - Office Supplies		Funds Available: <i>July 11</i> for ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: <i>Rafael F. Enage</i> RAFAEL F. ENAGE	Noted by: <i>Argina M. Pomida</i> ARGINA M. POMIDA	Approved by: <i>Edgardo E. Tulin</i> EDGARDO E. TULIN
Printed Name:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			