



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

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OCT 16 2020
BY: *[Signature]*

PURCHASE REQUEST

Dept./Office: **IHK**

PR #: **GF-2020-10-00522** /0998

Date: **10-15-2020**

Section/End-User: **Alex P. Tulin**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **IHK-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Chalk, White, Dustless, 100 pcs/box	boxes	10	75.00		750.00
2	Paper, Bond, A4, S-24, 80 gsm	reams	100	289.00		28,900.00
3	Paper, Bond, Long, S-24, 80 gsm	reams	40	328.00		13,120.00
TOTAL						42,770.00

Purpose: for office use

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: ALEX P. TULIN END USER	Noted by: CHARIS B. LIMBO UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU