



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

SCAN HERE



PR-2024-0408-190309

PURCHASE REQUEST

PPMP No. : 90-1-2239-2024-6-0-2

Dept./Office: **OHIGP**

PR No.: **STF-2024-04-01011**

Date: **04-08-2024**

Section/End-User: **Josefina L. Soria**

Category: **Office Supplies**

Funding Source: **Special Trust Fund**

Project Title/Code: **VSU Garden Beach Resort**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Cleanser, Powder, 500g, any scent	btls	15	76.00	JOSEFINA L. SORIA	1,140.00
2	Duct Tape	pcs	5	100.00	JOSEFINA L. SORIA	500.00
Specification: 50mm x 20m, Black						
3	Golf Umbrella	pcs	5	300.00	JOSEFINA L. SORIA	1,500.00
Specification: High Quality Golf Umbrella, BIG, Green Color, 30 inches						
4	Multi-Purpose Cleaner, Liquid, 1000mL, any scent	btls	15	205.00	JOSEFINA L. SORIA	3,075.00
5	Nylon, #300, for grass cutter	kl	1	450.00	JOSEFINA L. SORIA	450.00
6	Paper, Bond, Long, S-20, 70 gsm	reams	5	286.00	JOSEFINA L. SORIA	1,430.00
Specification: bright white, high premium quality						
7	Pen, Permanent Marker, black, fine tip	pieces	10	60.00	JOSEFINA L. SORIA	600.00
8	Soap, Dishwashing, Liquid, 250mL	btls	15	150.00	JOSEFINA L. SORIA	2,250.00
9	Tape, Masking, 1" x 25 yards	rolls	5	48.00	JOSEFINA L. SORIA	240.00
10	Tape, Masking, 3" x 25 yards	rolls	10	143.00	JOSEFINA L. SORIA	1,430.00
11	Toilet Bowl Cleaner, at least 500ml	btl	30	180.00	JOSEFINA L. SORIA	5,400.00
12	Toilet Brush with Holder	set	5	180.00	JOSEFINA L. SORIA	900.00
TOTAL						18,915.00

Purpose: For GBR use

Checked by:

SHALOM GRACE C. SUGANO

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	JOSEFINA L. SORIA	CRISLIN B. CRUZ ARGINA M. POMIDA	PROSE IVIN B. YEPES DANIEL LESLIE S. TAN
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU