



PURCHASE REQUEST

Dept./Office: **USSO**PR #: **GF-2021-09-00979**Date: **09-14-2021**Section/End-User: **Meriam M. Luna**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **Office of the Career and Job
Placement Services 2022 c/o ODS**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	10	289.00		2,890.00
TOTAL						2,890.00

Purpose: Office Use

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

MERIAM M. LUNA

END USER

Noted by:

MANOLO B. LORETO JR.

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU