



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

PURCHASE REQUEST

PPMP No. : 38-4-1513-2023-6-0-3

Dept./Office: CME

Section/End-User: Geecel F. Galvez

Funding Source: Trust Fund

PR No.: TF-2023-11-02786

Category: Trainings

Project Title/Code: 20201050-1.108

Date: 11-14-2023

Duration: 2022-07-01

to

2023-12-31

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	CCE 2nd floor for 2-days Training	hour	20	700.00		14,000.00
Specification: For training/workshop purposes. Can accommodate 20-30 pax						
TOTAL						14,000.00
Purpose: Training use						
Checked by: JULIUS B. CERNA TWG - Trainings				Funds Available: NICK FREDDY R. BELLO HEAD, ACCOUNTING OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	GEECEL F. GALVEZ		MOISES NEIL V. SERIO		DANIEL LESLIE TAN EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	

→ Venue for 2-day Training

20-30 pax
 w/in VSU
 w/ sound system
 projector