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PR-2022-0912-62386



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

## PURCHASE REQUEST

PR No.: GF-2022-09-01555

Date: 09-12-2022

Dept./Office: **DLABS**Category: **Office Supplies**Section/End-User: **Gilda P. Nayre**Project Title/Code: **DLABS-2023\_ADVANCED  
EDUCATION**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-20, 70 gsm	reams	20	253.00		5,060.00
Specification: bright white, high premium quality						
2	Paper, Bond, Long, S-20, 70 gsm	reams	20	286.00		5,720.00
Specification: bright white, high premium quality						
<b>TOTAL</b>						<b>10,780.00</b>
Purpose: for office use						
Checked by:				Funds Available:		
 <b>DOREEN B. ALBA</b> TWG - Office Supplies				 <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:		Approved by:		
Printed Name:	 <b>GILDA P. NAYRE</b>	 <b>JETT C. QUEBEC</b>		 <b>EDGARDO E. TULIN</b>		
Designation:	<b>END USER</b>	<b>UNIT HEAD, PROJECT LEADER</b>		<b>PRESIDENT, VSU</b>		