



PR-2023-1012-150910

OP 10/12/23



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

PURCHASE REQUEST

PPMP No. : 150-4-1535-2023-2-0-1

Dept./Office: PCC

PR No.: TF-2023-10-02571

Date: 10-12-2023

Section/End-User: Mariles V. Bulawan



Category: Trainings

Funding Source: Trust Fund

Project Title/Code: PCC-407

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Accommodation, Venue and Food (Breakfast, Lunch, Dinner and Snacks)	lot	1	80,000.00		80,000.00
Specification: Event: Live-in Activity Target Date: November 6-7, 2023, 2 Days, 1 Night No. of Persons: 24 Inclusions: Day 1 <ul style="list-style-type: none"> • Meals – AM Snack, Lunch, PM Snack, Dinner • Venue - Boardroom • Room Accommodation (Full air-conditioned with hot & cold shower) Day 2 <ul style="list-style-type: none"> • Meals – Breakfast, AM Snack, Lunch, PM Snack • Venue - Boardroom Other Inclusions: <ul style="list-style-type: none"> • Basic sound system with microphone and LCD Screen • Use of white board and markers • Free flowing coffee and water station during session • Complimentary use of other facilities in the area • Complimentary use of in-house WiFi 						
TOTAL						80,000.00

Purpose: ISO 9001:2015 Re-Tooling/Capability Enhancement on Internal Quality Auditing on November 6-7, 2023.

Checked by:		Funds Available:	
 JULIUS B. CERNA TWG - Trainings		 NICK FREDDY R. BELLO HEAD, ACCOUNTING OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	MARILES V. BULAWAN	FRANCISCO G. GABUNADA JR.	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU