



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-032725-1070**

Dept./Office: **RCCRDC**

PR No.: **GF-2025-04-00555**

Date: **04-23-2025**

Section/End-User: **Anarose B. Romo**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **CC7.CFES.1718 (Phase II)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ballpen 50 Pieces, Blue	box of 50's	3	500.00		1,500.00
Specification: Specification: Line Weight: 0.5mm Ink Type: Oil gel ink						
2	Dong A My Gel Sign Pen Gel Ink 0.5mm Refill (12Pcs), BLUE	boxes	2	250.00		500.00
TOTAL						2,000.00

Purpose: for training use

Checked by: VIVIAN V. BALBARINO TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by: ANAROSE B. ROMO	Noted by: DENNIS P. PEQUE	Approved by: PROSE IVY G. YEPES
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			