



GF-2020-10-00627

PPMP #: 23-5-1233-2021-8-0-4



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

PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00627/1390** Date: **10-16-2020**Section/End-User: **Jerrel Ann L. Lagitao** / MA. ISALIE A. ABCDOE - Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **NCRC.OC.211.06-01**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Morocco board, A4, 100pcs/ream, 230 gsm, for cover, green	ream	1	450.00		450.00
2	Paper, Bond, A4, S-20, 70 gsm	reams	2	253.00		506.00
3	Paper, Bond, A4, S-24, 80 gsm	reams	2	289.00		578.00
TOTAL						1,534.00

Purpose: 2021 supply

Checked by:		Funds Available:	
DOREEN B. ALBA		MYRNA SI PANCITO	
TWG - Office Supplies		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
	MA. ISALIE A. ABCDOE	MA. JULIET C. CENIZA	EDGARDO E. TULIN
Printed Name:	JERREL ANN L. LAGITAO	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:	END USER		