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PR-2024-0214-178405



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

## PURCHASE REQUEST

PPMP No. : 90-1-2831-2024-6-0-0

Dept./Office: OHIGP

PR No.: STF-2024-02-00515

Date: 02-14-2024

Section/End-User: Joyce Ann N. Dagongdong

Category: Office Supplies

Funding Source: Special Trust Fund

Project Title/Code: VSU SPRING WATER 2024

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	20	125.00		2,500.00
<b>Specification:</b>  ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
2	Bleach Original 250ml/bottle	btls	20	16.00		320.00
3	Concentrate Antibac Dishwashing Liquid refill, 375ml	pack	100	150.00		15,000.00
4	Dishwashing Sponge	pcs	20	10.00		200.00
5	Non-Spill Sticker, Blue	pc	20000	0.50		10,000.00
6	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	1	250.00		250.00
7	Sediment Filter 1 micron (20sl)	pcs	50	500.00		25,000.00
8	Sediment Filter 5 micron (20sl)	pcs	50	500.00		25,000.00
9	Umbrella Seal	pc	30000	0.50		15,000.00
<b>TOTAL</b>						<b>93,270.00</b>

Purpose: FOR PROJECT USE

Checked by:		Funds Available:	
 <b>SHALOM GRACE C. SUGANO</b> TWG - Office Supplies		 <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature:	Prepared by:	Noted by:	Approved by:
	 <b>JOYCE ANN N. DAGONGDONG</b>	 <b>CRISLIN B. CRUZ</b> <del>ARGINA M. POMIDA</del>	 <b>DANIEL LESLIE S. TAN</b>
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU