



GF-2020-10-00297

PPMP #: 8-5-1093-2021-9-0-2






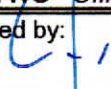

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

PURCHASE REQUEST

Dept./Office: **DCHM**PR #: **GF-2020-10-00297/1124**Date: **10-14-2020**Section/End-User: **James B. Escuadra**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **DTHM-2021-GF-03**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Envelope, Document, Brown, 150 lbs, Long	pc	100	7.00		700.00
2	Envelope, Document, Brown, 150 lbs, Short	pc	100	5.00		500.00
3	Envelope, Expanding, with garter tie, blue, long	pc	50	15.00		750.00
4	Envelope, Expanding, with garter tie, brown, short	pc	50	11.00		550.00
TOTAL						2,500.00

Purpose: Office use

Checked by:  NELLO D. GORNE TWG - Office Supplies		Funds Available:  MYRNA S. PANCITO HEAD, BUDGET OFFICE 	
Signature:	Requested by:  JAMES B. ESCUADRA	Noted by:  VENICE B. IBANEZ	Approved by: EDGARDO E. TULIN
Printed Name:	JAMES B. ESCUADRA	VENICE B. IBANEZ	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU