



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-081224-0345**PR No.: **STF-2024-08-01541**Date: **08-28-2024**Dept./Office: **VIHS**Category: **Office Supplies**Duration: **2024-12-31**Section/End-User: **Charita D. Barbosa**

Project Title/Code:

to

2024-12-31Funding Source: **Special Trust Fund****ISR. COeD.0224.0225.01**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	15	289.00		4,335.00

Specification:

bright white, high premium quality

TOTAL						4,335.00
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Purpose: for research

Checked by: VIVIAN V. BALBARINO TWG - Office Supplies			Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:	Approved by:		
Printed Name:	CHARITA D. BARBOSA	 NELSON H. TEJARA	 PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		