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PR-2022-0913-63176



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

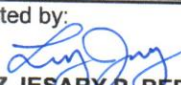
PURCHASE REQUEST

Dept./Office: **DCE**PR No.: **GF-2022-09-01729**Date: **09-13-2022**Section/End-User: **Luz Jesary P. Bermoy**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **DCE-2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pcs	5	192.00	EPIFANIA G. LORETO	960.00
2	Alcohol, Isopropyl, 70% solution, 500mL	btls	10	140.00	EPIFANIA G. LORETO	1,400.00
3	Chalk, White, Dustless, 100 pcs/box	boxes	20	75.00	EPIFANIA G. LORETO	1,500.00
4	Cleaner, Glass, 500mL, spray type, any scent	btls	10	200.00		2,000.00
5	Cleanser, Powder, 500g, any scent	btls	5	76.00	EPIFANIA G. LORETO	380.00
6	Data Filer, Big size, Legal	pieces	5	500.00	EPIFANIA G. LORETO	2,500.00
7	Date stamp, rubber, self-inking, with dater and custom text, 1" x 1-5/8"	pc	1	900.00	EPIFANIA G. LORETO	900.00
8	Disinfectant Cleaner, multi-surface, scented	gal	3	420.00	EPIFANIA G. LORETO	1,260.00
9	Dust Bin (Trash Bin), durable plastic, w/ cover, wheels and lock, approx. 80L capacity	pcs	3	1,400.00	EPIFANIA G. LORETO	4,200.00
10	Envelope, Expanding, with garter tie, blue, long	pc	50	15.00		750.00
11	Folder, File, Long, 14pts, White	piece	100	10.00		1,000.00
12	Folder, Sliding, Plastic, w/ binder, Long, transparent	pcs	25	10.00	EPIFANIA G. LORETO	250.00
13	Index Tab, PVC self adhesive 6" x 1", 25pcs/box	set	20	78.00	EPIFANIA G. LORETO	1,560.00
14	Mop Handle, steel	pieces	2	150.00		300.00
15	Mop Rug, Heavy Duty, 100% cotton	pieces	2	90.00	EPIFANIA G. LORETO	180.00
16	Muriatic Acid concentrated scented	gal	10	350.00	EPIFANIA G. LORETO	3,500.00
17	Paper, Bond, A4, S-24, 80 gsm	reams	30	289.00	EPIFANIA G. LORETO	8,670.00
Specification: bright white, high premium quality						
18	Pen, Sign, .5mm, Gel-type, Blue	piece	50	35.00	EPIFANIA G. LORETO	1,750.00

19	Pen, Sign, .5mm, Gel-type, Red	piece	10	35.00	EPIFANIA G. LORETO	350.00
20	Pen, Whiteboard Marker, black	pieces	20	50.00	EPIFANIA G. LORETO	1,000.00
21	Pen, Whiteboard Marker, blue,	pieces	20	50.00	EPIFANIA G. LORETO	1,000.00
22	Pilot G-2 05, Blue, 0.5mm	piece	15	75.00	EPIFANIA G. LORETO	1,125.00
23	Pin, Push, hammerhead type, asstd colors 50s/pack	boxes	1	35.00	EPIFANIA G. LORETO	35.00
24	PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	packs	3	750.00	EPIFANIA G. LORETO	2,250.00
25	Record Book, Big, 300 pages	pcs	3	110.00	EPIFANIA G. LORETO	330.00
26	Ring Binder, plastic, 10mm, 3/8" black	pieces	10	10.00	EPIFANIA G. LORETO	100.00
27	Ring Binder, plastic, 22mm, 7/8" black	pieces	10	27.00	EPIFANIA G. LORETO	270.00
28	Rubberband, #18, 350 gms/box	boxes	1	270.00	EPIFANIA G. LORETO	270.00
29	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	5	105.00		525.00
30	Soap, Dishwashing, Liquid, 250mL	btls	5	150.00	EPIFANIA G. LORETO	750.00
31	Tape, Double Sided, 1" x 10m	rolls	5	35.00	EPIFANIA G. LORETO	175.00
32	Tape, Masking, 1" x 25 yards	rolls	5	48.00		240.00
33	Tape, Transparent, 12mm x 50m	rolls	10	68.00		680.00
34	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	2	204.00		408.00
35	Tollet Bowl and Urinal Cleaner, at least 500mL	btls	5	125.00		625.00
TOTAL						43,193.00

Purpose: for cleaning

Checked by:  JED ASAPH D. CORTES TWG - Office Supplies		Funds Available:  ALICIA M. FLORES for: OIC HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  LUZ JESARY P. BERMOY END USER	Noted by:  EPIFANIA G. LORETO UNIT HEAD, PROJECT LEADER	Approved by:  EDGARDO E. TULIN PRESIDENT, VSU