



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-052924-0156**Dept./Office: **OVPAF**PR No.: **STF-2024-05-01220**Date: **05-31-2024**Section/End-User: **ELVIE D. BALBARINO**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **OVPAF- MAY 2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ready Made Curtain (Amber Gold)	pcs	16	850.00		13,600.00
Specification: Specs Ring top curtains size: <i>H - 8 Feet</i> <i>W - 4 Feet</i>						
2	Ready Made Curtain (Emerald Green)	pcs	22	850.00		18,700.00
Specification: Specs size: <i>H - 8 Feet</i> <i>W - 4 Feet</i>						
TOTAL						32,300.00
Purpose: For Office use						
Checked by: <i>[Signature]</i> NILDO L. LEORNA TWG - Office Supplies				Funds Available: <i>[Signature]</i> ALICIA M. FLORES HEAD, BUDGET OFFICE <i>UNIFAST</i>		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	ELVIE D. BALBARINO	ELWIN JAY V. YU		PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		