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PR-2025-0120-247806



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-011725-0867**PR No.: **STF-2025-01-00045**Date: **01-20-2025**Dept./Office: **USHER**Category: **Farm Tools and Equipment**Section/End-User: **Clara P. Mercado**Funding Source: **Special Trust Fund**Project Title/Code: **UHS-JANITORIAL-2025**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|---|-------------------------|------|---------------------------|--|---------------------------|---------------|
| 1 | garden rake | pc | 1 | 650.00 | | 650.00 |
| Specification: Garden Rake with Steel Handle. Fan rake contains 14 teeth. Used for moving larger pile of leaves and debris. Item Code: CRK305 | | | | | | |
| TOTAL | | | | | | 650.00 |
| Purpose: For hospital use | | | | | | |
| Checked by: MICHAEL DOMINIC M. GARRIDO TWG - Farm Tools and Equipment | | | | Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE | | |
| Signature: | Prepared by: | | Noted by: | | Approved by: | |
| Printed Name: | CLARA P. MERCADO | | ELWIN JAY V. YU | | PROSE IVY G. YEPES | |
| Designation: | | | UNIT HEAD, PROJECT LEADER | | PRESIDENT, VSU | |