



PR-2024-1009-229386



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

# PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0631**

PR No.: **GF-2024-10-02715**

Date: **10-09-2024**

Dept./Office: **CN**

Category: **Accommodation**

Section/End-User: **Guada Fe D. Amihan**

Project Title/Code: **CoN Procurement 2025 Institutional**

Funding Source: **General Fund - MOOE**

Visit of International Guests

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Accommodation for Training Workshop	person	3	1,500.00		4,500.00

Specification:

- Dorm Type Accommodation
- A bath and/shower at all times
- Shall be solid construction, safe and in good repair
- Beds are provided
- At least 2 windows that open directly to the external air
- With curtains
- Inside VSU Facility only

<b>TOTAL</b>						<b>4,500.00</b>
--------------	--	--	--	--	--	-----------------

Purpose: **CoN Procurement 2025 Institutional Visit of International Guests**

Checked by:

*[Signature]*  
**ALEXANDER L. CABRAL**

Funds Available:

*[Signature]*  
**ALICIA M. FLORES**  
 HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	<b>GUADA FE D. AMIHAN</b>	<b>CHRISTIAN W E P. BALDONADO</b>	<b>PROSELY G. YEPES</b>
Designation:		<b>UNIT HEAD, PROJECT LEADER</b>	<b>PRESIDENT, VSU</b>