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PR-2023-0814-137617



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

PURCHASE REQUEST

PPMP No. : 155-5-534-2024-7-0-0

Dept./Office: OIMD

PR No.: GF-2023-08-01615

Date: 08-14-2023

Section/End-User: Rafael B. Vergara Jr.

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: IMDO-2024

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Certificate Jacket A4	pcs	100	40.00		4,000.00
Specification: Certificate Jacket A4 Blue in color						
2	First Aid Box or Medicine Cabinet	pc	1	800.00		800.00
Specification: • Wall mounted • Material: Plastic • Color: Red and white combination • Cabinet style with easy open hook • With transparent plastic door • High quality plastic • At least 36 x 29 x11 cm in dimension						
3	Folder, Pressboard, US, Blue, Long	pieces	165	30.00		4,950.00
TOTAL						9,750.00

Purpose: For office use.

Checked by:

SHALON GRACE C. SIGANO
 JED ASAPH D. CORTES

Funds Available:

ALICIA M. FLORES
 HEAD, BUDGET OFFICE

TWG - Office Supplies

Signature:

Printed Name:

Designation:

Requested by:

RAFAEL B. VERGARA JR.

END USER

Noted by:

NANCY D. ABUNDA

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU