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PR-2022-0914-63284



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

PURCHASE REQUEST

Dept./Office: **RERC**Section/End-User: **SUSANA B. MIÑOZA**Funding Source: **General Fund - MOOE**PR No.: **GF-2022-09-01767**Category: **Office Supplies**Project Title/Code: **CC19-RE04.1718**Date: **09-14-2022**Duration: **2023-01-01**
to
2023-12-31

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Casserole with lid, Aluminum, 34cm diameter	pcs	2	700.00	ELDON P. DE PADUA	1,400.00
Specification: good quality and durable						
2	Cotton, 10-12g	pc	7	10.00		70.00
Specification: Absorbent Cotton White						
3	Face Mask, Surgical, Disposable, 3-ply, 50 pcs/box	boxes	12	150.00		1,800.00
Specification:						
4	Foil, Aluminum, 16m x 30cm (approx. 260g)	boxes	6	290.00	ELDON P. DE PADUA	1,740.00
5	Gas Lighter Igniter Refillable Butane Gas Lighters Multi-purpose for Kitchen	pcs	3	80.00		240.00
6	Hand Towel, cloth, cotton, 12 pcs/pack	piece	4	258.00		1,032.00
7	Non-stick pan, original 34cm diameter, deep	pc	1	2,000.00	ELDON P. DE PADUA	2,000.00
Specification: • Non-stick, • Includes Lid (glass) • Dishwasher Safe • Induction Safe • Pour Spout • Helper Handle,\						

- PFOA Free
- Eco-Friendly
- Enameled
- Oven Safe
- Cookware Compatibility: Halogen, Infrared, Electric, Induction Ready, Gas Range
- 15 cm height (deep)
- good quality
- durable

8	Scissors, 6" heavy duty, good quality	piece	3	68.00	ELDON P. DE PADUA	204.00
9	Scissors, 8" heavy duty, good quality	pieces	3	75.00	ELDON P. DE PADUA	225.00
TOTAL						8,711.00

Purpose: For project use

Checked by:		Funds Available:	
ALICIA M. FLORES		ALICIA M. FLORES	
TWG - Office Supplies		HEAD, BUDGET OFFICE 2019-2024, 1719	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	SUSANA B. MINOZA	NILO L. LEORNA	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU