



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

PURCHASE REQUEST

PPMP No. : 26-1-1232-2023-3-0-0

PR No.: STF-2023-04-00624

Date: 04-11-2023

Dept./Office: ITEEM

Category: Food & Food
 Ingredients

Section/End-User: Cecilio M. Benitez

Project Title/Code: STF-COMMON FUND

Funding Source: Special Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Lunch (Buffet Style) Menu#2	pcs	50	250.00		12,500.00

Specification:

- Rice
- Humba
- Chopsuey
- Fish
- Vegetable Salad
- Softdrinks

With free venue for dining (tables and chairs)

Buffet Style

TOTAL

12,500.00

Purpose: BLESSING OF BIODIVERSITY BUILDING ON APRIL 24, 2023

Checked by:

JULIOUS B. CERNA

Funds Available:

ALICIA M. FLORES

TWG - Food & Food Ingredients

HEAD, BUDGET OFFICE

Requested by:

Noted by:

Approved by:

Signature:

Printed Name:

CECILIO M. BENITEZ

MARLITO JOSE M. BANDE

EDGARDO E. TULIN

Designation:

END USER

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU