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PR-2022-0928-66555



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

PURCHASE REQUEST

Dept./Office: **ISRDS**Section/End-User: **Anna Mor M. Ajoc**Funding Source: **Trust Fund**PR No.: **TF-2022-09-01965**Date: **09-28-2022**Category: **Office Supplies**Duration: **2024-09-30**Project Title/Code: **101T-20205010-1.111**to
2024-09-30

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	2	600.00	LILIAN B. NUÑEZ	1,200.00
2	Paper, Bond, A4, S-20, 70 gsm	reams	10	253.00	LILIAN B. NUÑEZ	2,530.00
Specification: bright white, high premium quality						
3	Pen, Ball, black	pieces	20	10.00	LILIAN B. NUÑEZ	200.00
4	Pen, Ball, blue	pieces	20	10.00	LILIAN B. NUÑEZ	200.00
5	Pen, Whiteboard Marker, black	pieces	20	50.00	LILIAN B. NUÑEZ	1,000.00
TOTAL						5,130.00

Purpose: Office Supply

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

NICK FREDDY R. BELLO

HEAD, ACCOUNTING OFFICE

Signature:

Printed Name:

Designation:

Requested by:

ANNA MOR M. AJOC

END USER

Noted by:

LILIAN B. NUÑEZ

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU