



## PURCHASE REQUEST

Project Title/Code: **Guidance and Testing Fee 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Packed Meals (for Lunch or Dinner)	pax	30	220.00		6,600.00
<b>Specification:</b> <ul style="list-style-type: none"> <li>• at least 2 main dishes of pork/beef/chicken</li> <li>• at least 1 serving of rice</li> <li>• at least 1 bottled drinks</li> <li>• at least 1 serving of fruit or dessert</li> <li>• to be packed in biodegradable materials</li> </ul>						
2	Buffet-Style Meals (for Breakfast)	pax	3	220.00		660.00
<b>Specification:</b> <ul style="list-style-type: none"> <li>• at least 1 serving of egg</li> <li>• at least 2 of any but not limited to the following breakfast menu: ham, tocino, hotdog, chorizo, dried fish, bangus daing, sausage, corned beef, longganisa, meat loaf, bacon</li> <li>• at least 1 serving of rice</li> <li>• at least 1 serving of drinks</li> <li>• with complete basic catering set-up</li> </ul>						
3	Buffet-Style Meals (for Lunch or Dinner)	pax	6	300.00		1,800.00
<b>Specification:</b> <ul style="list-style-type: none"> <li>• at least 1 serving of rice</li> <li>• at least a combination of 2 main dishes of pork/beef/chicken/seafoods</li> <li>• at least 1 serving of vegetables</li> <li>• at least 1 serving of fruits or dessert</li> <li>• at least 1 serving of drinks</li> <li>• with complete basic catering set-up</li> </ul>						
4	Snacks	pax	170	80.00		13,600.00
<b>Specification:</b> <ul style="list-style-type: none"> <li>• one (1) serving of snacks</li> <li>• one (1) serving of drinks</li> </ul>						

• packed in biodegradable materials

**TOTAL**

**22,660.00**

Purpose: Food for Mental Health Programs

Checked by:

**ALEXANDER L. CABRAL**

**TWG - Food and Services**

Funds Available:

**ALICIA M. FLORES**

**HEAD, BUDGET OFFICE**

Signature:

Printed Name:

Designation:

Prepared by:

**DANIZAH ARCH I. DUMAGUING**

Noted by:

**CHONA A. BRIT**

**UNIT HEAD, PROJECT LEADER**

Approved by:

**PROSE IVY G. YEPES**

**PRESIDENT, VSU**