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PR-2024-0715-210435



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-051424-0120**PR No.: **TF-2024-07-01383**Date: **07-15-2024**Dept./Office: **DPM**Category: **Office Supplies**Duration: **2023-09-01**Section/End-User: **Justine Bennette H. Millado**Project Title/Code: **APW 20201050-1.117**to
2024-08-31Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	10	289.00		2,890.00
Specification: bright white, high premium quality						
2	Pen, Ball, blue	pieces	100	10.00		1,000.00
TOTAL						3,890.00
Purpose: Office use, documents processing						
Checked by: VIVIAN V. BALBARINO TWG - Office Supplies 7/12/24				Funds Available: NICK FREDDY R. BELLO (OIC) HEAD, ACCOUNTING OFFICE		
Signature:	Prepared by: JUSTINE BENNETTE H. MILLADO		Noted by: JUSTINE BENNETTE H. MILLADO		Approved by: PROSE IVY G. YEPES	
Printed Name:	JUSTINE BENNETTE H. MILLADO		JUSTINE BENNETTE H. MILLADO		PROSE IVY G. YEPES	
Designation:	UNIT HEAD, PROJECT LEADER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	