



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

PURCHASE REQUEST

PPMP No. : 55-5-1292-2023-2-0-0

Dept./Office: DVCS

PR No.: GF-2023-04-00752

Date: 04-20-2023

Section/End-User: Shebelle A. Cueva

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: VET MED HOSPITAL -2023

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	4 Layer File Tray (Office Organizer)	unit	3	300.00		900.00
Specification: ?Folder Storage Box ?Date Document Storage Shelf ?Product Color: Black ?Product Description: ?All Metal material ?Firm ?Durable ?Easy to assemble ?Not easy to shake ?Hollow out design ?Ventilated and Dry ?Not easy to accumulate dust						
2	Alcohol, Ethyl, 70% solution, 500mL	btls	10	125.00		1,250.00
Specification: ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
3	Eraser, whiteboard, magnetic flannel	pc	2	60.00		120.00
4	Fabric Conditioner, 4L, any scent	gallon	2	1,210.00		2,420.00
5	Folder, File, Long, 14pts, White	piece	200	10.00		2,000.00
6	Ink, Refill, for Whiteboard Marker, Black, 30mL	btls	3	165.00		495.00


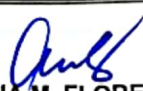



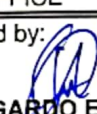
7	Multi-Purpose Cleaner, Liquid, 1000mL, any scent	btls	3	205.00		615.00
8	Pen, Whiteboard Marker, black	pieces	7	50.00		350.00
9	Soap, Detergent, Liquid, 1 gal, any scent	gal	2	350.00		700.00
10	Soap, hand, liquid, 250 ml	btls	5	135.00		675.00

Specification:

- pump type

11	Specialty Board, long 8-1/2 x 13, 220 gsm, Cream (10pcs/pack)	pack	30	85.00		2,550.00
12	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	10	204.00		2,040.00
TOTAL						14,115.00

Purpose: for VTH Supplies 2023.

Checked by:  JED ASAPH D. CORTES TWG - Office Supplies		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:  Printed Name: SHEBELLE A. CUEVA Designation: END USER	Requested by:  SHEBELLE A. CUEVA END USER	Noted by:  SHEBELLE A. CUEVA UNIT HEAD, PROJECT LEADER	Approved by:  EDGARDO E. TULIN PRESIDENT, VSU