



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-071725-1315**PR No.: **TF-2025-07-00884**Date: **07-17-2025**Dept./Office: **OVPSAS**Category: **Food & Food
Ingredients**Section/End-User: **Sheila Marie C. Lemos**Project Title/Code: **Provision of meals and snacks**Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Packed Meals (for Lunch or Dinner)	sets	260	200.00		52,000.00
Specification: <ul style="list-style-type: none"> • at least 2 servings of main dishes (pork/beef/chicken/fish) • at least 1 serving of drinks • at least 1 serving of fruits/dessert • packaging must be made of biodegradable materials 						
2	Snacks AM & PM	person	260	160.00		41,600.00
Specification: Snacks (AM): puto, mango & chocolate Snacks (PM): meat bread & softdrinks						
TOTAL						93,600.00
Purpose: Provision of food for the evacuees during the heavy rain on July 17, 2025						
Checked by: ALEXANDER L. CABRAL TWG - Food & Food Ingredients				Funds Available: NICK FREDDY R. BELLO HEAD, ACCOUNTING OFFICE		
Signature:	Prepared by:	Noted by:	Approved by:			
Printed Name:	SHEILA MARIE C. LEMOS	ALELI A. VILLOCINO	PROSE IVY G. YEPES			
Designation:	Administrative Assistant II	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU			