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PR-2025-1022-305128



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-100325-1441**Dept./Office: **FTE**Section/End-User: **Ashierah Rhyce B. Esco**Funding Source: **General Fund - MOOE**PR No.: **GF-2025-10-01259**
 Category: **Common-Use
 Supplies & Equipment
 (CSE)**
Project Title/Code: **EXT 115**Date: **10-22-2025**
 Duration: **2024-01-02
 to
 2025-12-31**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bond Paper, 80 gsm, A4	reams	25	275.00		6,875.00

Specification:

- 500 sheets/ream
- lint-free, bright white paper
- acid-free
- manufacturer should be ISO 9001:2015 (Quality Management System and 14004:2015 (Environmental Management System) certified

	TOTAL					6,875.00
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Purpose: To be used for printing of Publication of EXT 115

Checked by:	DOREEN B. ALBA	Funds Available:	ALICIA M. FLORES
TWG - Common-Use Supplies & Equipment (CSE)		HEAD, BUDGET OFFICE	
Signature:	Prepared by: <i>Ashierah Rhyce B. Esco</i> 22/10/25	Noted by: <i>Leo A. Mamolo</i>	Approved by: <i>Prose Ivy G. Yepes</i>
Printed Name:	ASHIERAH RHYCE B. ESCO	LEO A. MAMOLO	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU