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PR-2024-1011-230123



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0671**Dept./Office: **DSO**PR No.: **STF-2024-10-02969**Date: **10-11-2024**Section/End-User: **Junard C. Gucela**Category: **Trainings**Funding Source: **Special Trust Fund**Project Title/Code: **USSC-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Travel allowance	person	20	13,000.00		260,000.00
Specification: <!--td {border: 1px solid #cccccc;}br {mso-data-placement:same-cell;}-->Provision of travel allowance (per diem, incidental, food, accomodation, travel expenses) for the OJT Coordinator and the assistant OJT Coordinator during the OJT Monitoring <!--td {border: 1px solid #cccccc;}br {mso-data-placement:same-cell;}-->Travel allowance for 3-days within Visayas						
2	Venue rental for the training - Convention Center	day	2	2,500.00		5,000.00
Specification: Convention Center - 300 persons capacity with the following amenities: wifi, projector, table microphones, and sound system						
TOTAL						265,000.00
Purpose: Venue for the training, Seminars and Travel Allowance						
Checked by: ALEXANDER L. CABRAL TWG - Trainings				Funds Available: ALICIA M. FLORES <i>CUMIFAST</i> HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	JUNARD C. GUCELA	ALELI A. VILLOCINO		PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		