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PR-2024-1004-227738



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

PURCHASE REQUEST

PPMP No. : PPMP-2025-092524-0521

Dept./Office: DBM

PR No.: GF-2024-10-02072

Date: 10-17-2024

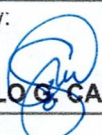
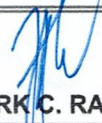
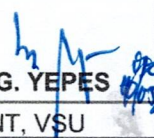
Section/End-User: Sheillo G. Catorce

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: DBM GAA 2025

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	A4 Photo Paper	packs	3	150.00		450.00
Specification: ?No Backprint, No Back Print Photopaper Photopapers ?Size: A4 (8.25in x 11.75in) ?Content: 20 Sheets / pack ?Thickness: 230gsm ?Kind: Gloss						
2	Extension Cord Set with individual Switch 6-gang female plug	pc	5	849.00		4,245.00
3	Paper, Bond, A4, S-20, 70 gsm	reams	150	253.00		37,950.00
Specification: bright white, high premium quality						
4	Paper, Bond, Long, S-20, 70 gsm	reams	30	286.00		8,580.00
Specification: bright white, high premium quality						
5	Pen, Sign, .5mm, Gel-type, Blue	piece	100	35.00		3,500.00
6	Pen, Sign, .5mm, Gel-type, Red	piece	100	35.00		3,500.00
7	Pen, Whiteboard Marker, red	pieces	30	50.00		1,500.00
8	Pen, Whiteboard Marker, black	pieces	35	50.00		1,750.00
9	Pen, Whiteboard Marker, blue,	pieces	35	50.00		1,750.00
10	Record Book, Big, 300 pages	pcs	3	155.00		465.00
TOTAL						63,690.00
Purpose: Office Use						
Checked by: VIVIAN V. BALBARINO TWG - Office Supplies				Funds Available: ALICIA M. FLORES 201-21 HEAD, BUDGET OFFICE		

Signature:	Prepared by: 	Noted by: 	Approved by: 
Printed Name:	SHEILLO G. CATORCE	MARK C. RATILLA	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU