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PR-2023-0817-139132



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

PURCHASE REQUEST

PPMP No. : 246-5-1551-2024-7-0-0

PR No.: GF-2023-08-01883

Date: 08-17-2023

Dept./Office: DSO

Category: Office Supplies

Section/End-User: Junard C. Gucela

Project Title/Code: DSO-Office of the Dean of Students
2024

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	2	600.00		1,200.00
2	Bleach Lemon 250mL/btl	btls	20	25.00		500.00
3	Folder, Ordinary, A4	pcs	500	7.00		3,500.00
Specification: Folder, Ordinary, A4						
4	Paper, Bond, A4, S-24, 80 gsm	reams	10	289.00		2,890.00
Specification: bright white, high premium quality						
TOTAL						8,090.00
Purpose: OFFICE SUPPLIES						
Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies				Funds Available: ALICIA M. FLORES <i>for 08-2024</i> HEAD, BUDGET OFFICE		
Signature: Printed Name: Designation:	Requested by: JUNARD C. GUCELA END USER	Noted by: CHONA A. BRIT UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU			