



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-062425-1264**

Dept./Office: **EV-Biotech**

PR No.: **GF-2025-07-00816**

Date: **07-09-2025**

Section/End-User: **Chinelo M. Cardaño**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **EV-Biotech - 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	10	125.00		1,250.00
Specification: ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
2	Broom, Soft (Tambo), Large, Heavy Duty	pcs	1	250.00		250.00
3	Dust Bin (Trash Bin), durable plastic, w/ swing-type cover, approx. 15L capacity	pcs	3	250.00		750.00
4	Folder, File, Long, 14pts, White	piece	24	10.00		240.00
5	Paper, Bond, A4, S-24, 80 gsm	reams	6	289.00		1,734.00
Specification: bright white, high premium quality						
6	Pen, Permanent Marker, blue, fine tip	pieces	2	60.00		120.00
7	Scissors, 8" heavy duty, good quality	pieces	1	75.00		75.00
8	Tape, Masking, 1" x 25 yards	rolls	6	48.00		288.00
9	Trash Bag (Garbage Bag), Small (11x11x24 inches), 10pcs/pack, Black	pack	12	35.00		420.00
10	Kitchen paper towel	pack	12	100.00		1,200.00
11	Bleach, liquid, 99.9% antibac, 1 gallon	gallon	5	300.00		1,500.00
12	Glass Wiper	piece	1	300.00		300.00
Specification:						