

SCAN HERE



PR-2023-0731-134569



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

PURCHASE REQUEST

PPMP No. : 4-5-1011-2023-2-0-2

Dept./Office: DBM

Section/End-User: Bryan R. Gapasin

Funding Source: General Fund - MOOE

PR No.: GF-2023-07-01335

Category: Office Supplies

Project Title/Code: DBM
 Entrepreneurial Assistance and
 Monitoring Services

Date: 08-15-2023

Duration: 2023-01-01
 to
 2023-12-31

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Binder Clip, 1.5", black	pcs	3	7.50		22.50
2	Binder Clip, 2", black	pcs	3	8.50		25.50
3	Fastener, Paper, non-rust metal, 50 sets/box	boxes	4	50.00		200.00
4	Folder, File, Long, 14pts, White	piece	100	10.00		1,000.00
5	Glue, Multi-Purpose, White, at least 130g (118mL)	btls	15	78.00		1,170.00
6	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00

Specification:

bright white, high premium quality

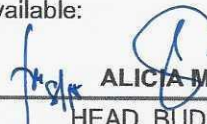
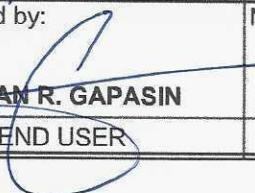
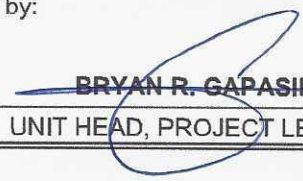
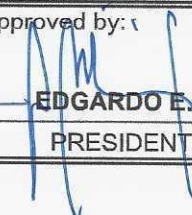
7	Paper, Bond, Colored, Long, S-16, 56gsm, Blue	reams	1	315.00		315.00
8	Paper, Bond, Colored, Long, S-16, 56gsm, Green	reams	1	315.00		315.00
9	Paper, Bond, Colored, Long, S-16, 56gsm, Pink	reams	1	315.00		315.00
10	Paper, Bond, Colored, Long, S-16, 56gsm, Yellow	reams	1	315.00		315.00
11	Paper, Bond, Long, S-24, 80 gsm	reams	10	328.00		3,280.00

Specification:

bright white, high premium quality

12	Paper, Manila	pcs	52	6.00		312.00
13	Pen, Pentel Pen, Fine blue & black	pcs	20	50.00		1,000.00
14	Pencil, Lead, #2, w/ eraser	pieces	120	10.00		1,200.00
15	Staple Wire, #35	boxes	6	35.00		210.00
16	Stapler, HD No.35	pc	2	350.00		700.00
17	Tape, Masking, 1" x 25 yards	rolls	10	48.00		480.00
18	Tape, Transparent, 12mm x 50m	rolls	10	68.00		680.00
TOTAL						17,320.00

Purpose: Extension

Checked by:  SHALOM GRACE C. SUGANO		Funds Available:  ALICIA M. FLORES	
TWG - Office Supplies		HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  BRYAN R. GAPASIN	Noted by:  BRYAN R. GAPASIN	Approved by:  EDGARDO E. TULIN
	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU