PPMP #: 135-5-711-2022-8-0-1



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



PURCHASE REQUEST

Dept./Office: PO

PR #: GF-2021-09-01112

Date: 09-24-2021

Section/End-User: Jessamine C. Ecleo

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: BAC 2022

Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black)	pcs	80	140.00		11,200.00
Paper, Bond, A4, S-20, 70 gsm	reams	50	253.00		12,650.00
Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00
Paper, Bond, Long, S-20, 70 gsm	reams	10	286.00		2,860.00
TOTAL					32,490.00
pose: For office use			the state of the s		
	Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black) Paper, Bond, A4, S-20, 70 gsm Paper, Bond, A4, S-24, 80 gsm Paper, Bond, Long, S-20, 70 gsm TOTAL	Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black) Paper, Bond, A4, S-20, 70 gsm reams Paper, Bond, A4, S-24, 80 gsm reams Paper, Bond, Long, S-20, 70 gsm reams TOTAL	Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black) Paper, Bond, A4, S-20, 70 gsm reams 50 Paper, Bond, A4, S-24, 80 gsm reams 20 Paper, Bond, Long, S-20, 70 gsm reams 10 TOTAL	Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black) Paper, Bond, A4, S-20, 70 gsm reams 50 253.00 Paper, Bond, A4, S-24, 80 gsm reams 20 289.00 Paper, Bond, Long, S-20, 70 gsm reams 10 286.00 TOTAL	Lever Arch File Folder, Horizontal, with Ring Binder & Metal Finger Pull, Size: 3", Long (Black) Paper, Bond, A4, S-20, 70 gsm reams 50 253.00 Paper, Bond, A4, S-24, 80 gsm reams 20 289.00 Paper, Bond, Long, S-20, 70 gsm reams 10 286.00 TOTAL

Checked by:

Funds Available:

ALICIA M. FLORES

TWG - Office Supplies

HEAD, BUDGET OFFICE

Requested by.

Noted by:

Approved by:

Signature: Printed Name:

JESSAMINE C. ECLEO

JESSAMINE CLECLEO

Designation:

END USER UNIT HEAD, PROJECT LEADER PRESIDENT, VSU