

SCAN HERE



PR-2024-0115-169443



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

PURCHASE REQUEST

PPMP No. : 118-5-751-2024-10-0-0

Dept./Office: DABE

PR No.: GF-2024-01-00044

Date: 01-15-2024

Section/End-User: Lorbert G. Mazo

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: Office Supply

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pcs	5	200.00		1,000.00
2	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	5	220.00		1,100.00
3	Alcohol, Ethyl, 70% solution, 500mL	btls	5	125.00		625.00

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

4	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	115.00		575.00
5	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	125.00		625.00
6	Battery, Rechargeable, 9 volts	pcs	2	600.00		1,200.00
7	Bleach, cleaner, 1 gal.	gallons	5	220.00		1,100.00
8	Bleach, liquid, 99.9% antibac, 1 gallon	gallon	5	300.00		1,500.00
9	Broom, Soft (Tambo), Large, Heavy Duty	pcs	5	250.00		1,250.00
10	Fabric Conditioner, Antibacterial, Refill, 1.5L, any scent	pack	5	350.00		1,750.00
11	Paper, Bond, A4, S-20, 70 gsm	reams	20	253.00		5,060.00


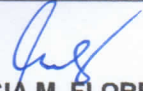
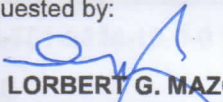
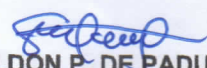
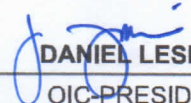
Specification:

- bright white, high premium quality

12	Pen, Whiteboard Marker, black	pieces	10	50.00		500.00
13	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	5	150.00		750.00

	TOTAL					17,035.00
--	--------------	--	--	--	--	------------------

Purpose: For Office

Checked by:		Funds Available:	
	SHALOM GRACE C. SUGANO		ALICIA M. FLORES
	TWG - Office Supplies		HEAD, BUDGET OFFICE
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:			
Designation:	LORBERT G. MAZO	ELDON P. DE PADUA	DANIEL LESLIE S. TAN
	END USER	UNIT HEAD, PROJECT LEADER	OIC-PRESIDENT, VSU

Item #	Item Description	Unit	Qty	Unit Cost	PARCIB	Total Cost
1	Air Freshener, Scentsy Gel, at least 100g, Lemon/Orange Scent	pcs	5	200.00		1,000.00
2	Air Freshener, Spray, at least 200ml, Lemon/Orange Scent	bottles	5	20.00		100.00
3	Alcohol, Ethyl, 70% solution, 500ml	btl	5	24.00		120.00
<p>Specification:</p> <p>70% solution at least 95% of water</p> <p>Multi-use</p> <p>At least 70% solution, fragrance at 10%</p> <p>Each bottle contains at least 100g of liquid and at least 10 mg of alcohol</p> <p>Bottle should be at least 10 years in the market</p> <p>Not less 5 years warranty</p>						
4	Battery, Alkaline, Size AA, Standard Voltage: 1.5 volts, 2 (pack)	each	5	115.00		575.00
5	Battery, Alkaline, Size AAA, Standard Voltage: 1.5 volts, 2 (pack)	each	5	125.00		625.00
6	Battery, Rechargeable, 4 volts	each	5	275.00		1,375.00
7	Bleach, Bleach, 1 gal.	gallons	5	220.00		1,100.00
8	Bleach, Bleach, 16.9% solution, 1 gallon	gallon	5	204.00		1,020.00
9	Box, 12x18 (medium), Large, Heavy Duty	box	5	280.00		1,400.00
10	Box, 12x18 (medium), White, 12x18, 1.25, any brand	each	5	120.00		600.00
11	Paper, Bond, A4, 20lb, 70 gsm	reams	20	45.00		900.00
<p>Specification:</p> <p>Superfine, high quality paper</p>						
12	Pen, Whiteball Marker, Black	pieces	10	51.00		510.00
13	Pencil, No. 2, HB, 1/2 inch, 1/2 inch, any brand	box	20	35.00		700.00