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PR-2024-1011-230105

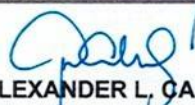



Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
 Visca, Baybay City, Leyte

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0671**Dept./Office: **DSO**PR No.: **STF-2024-10-02959**Date: **10-11-2024**Section/End-User: **Junard C. Gucela**Category: **Accommodation**Funding Source: **Special Trust Fund**Project Title/Code: **USSC-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Accommodation (DAY 1)</b>	lot	10	14,400.00		144,000.00
<b>Specification:</b>  Accommodation : 24 x 600 = 14,400.00						
2	<b>Accommodation and Meals for Workshop</b>	lot	1	50,000.00		50,000.00
<b>Specification:</b>  1 day accommodation for 15 persons <ul style="list-style-type: none"> <li>• rooms good for 2 persons</li> <li>• rooms good for 4-5 persons</li> <li>• Airconditioned rooms</li> </ul> Meals for 15 persons  Day 1 <ul style="list-style-type: none"> <li>• PM Snacks</li> <li>• Dinner (Tinolang isda, Chopsuey, Buttered Chicken, rice and softdrinks/dessert)</li> </ul> Day 2 <ul style="list-style-type: none"> <li>• AM Snacks</li> <li>• Lunch (Tinolang manok, calamares, seafoods, rice and softdrinks/dessert)</li> <li>• PM Snacks</li> </ul> Workshop Venue <ul style="list-style-type: none"> <li>• Cottage</li> </ul>						
3	<b>Venue rental to be used for the activity</b>	hour	8	1,500.00		12,000.00
<b>Specification:</b>  VSU RDE Hall - 300 persons capacity with the following amenities; LED Wall, Chairs, airconditioner						

TOTAL				206,000.00	
Purpose: Accommodation for the Activities					
Checked by:			Funds Available:		
 <b>ALEXANDER L. CABRAL</b> TWG - Accommodation			 <b>ALICIA M. FLORES</b> <i>UNIFAST</i> HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:	Approved by:		
Printed Name:	<b>JUNARD C. GUCELA</b>	<b>ALELI A. VILLOCINO</b>	<b>PROSE IVY G. YEPES</b>		
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		