



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

## PURCHASE REQUEST

PPMP No. : 2-1-2093-2024-1-0-2

PR No.: STF-2024-02-00626

Date: 02-23-2024

Dept./Office: DAS

Category: IT Supplies and  
Equipment

Section/End-User: Poca Joe A. Didal

Project Title/Code: VSU Centennial Celebration c/o  
OVPAF

Funding Source: Special Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Sound System Rental	set	10	3,000.00		30,000.00

**Specification:**

Rental for providing the following:

2 speakers

1 pair wireless microphones

1 mixer module

Cables, connectors and adapters

Operator(s)

<b>TOTAL</b>						<b>30,000.00</b>
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Purpose: Centennial Anniversary

Checked by:

*Marlon Burelas*  
**DIONESIO I. ESTUPA**

Funds Available:

*Alicia M. Flores*  
**ALICIA M. FLORES**

TWG - IT Supplies and Equipment

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

*Poca Joe A. Didal*  
**POCA JOE A. DIDAL**

Noted by:

*Manuel D. Gacutan Jr.*  
**MANUEL D. GACUTAN JR.**

UNIT HEAD, PROJECT LEADER

Approved by:

*Daniel Deslie S. Tan*  
**DANIEL DESLIE S. TAN**

PRESIDENT, VSU