



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

SCAN HERE



PR-2022-0929-66750

PURCHASE REQUEST

Dept./Office: **GISSU**

PR No.: **GF-2022-09-01981**

Date: **09-29-2022**

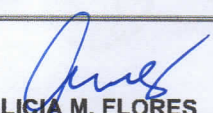
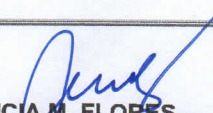
Section/End-User: **Frederick P. Babilonia III**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **GISSU_2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	2	125.00		250.00
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						
2	Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack	pack	3	785.00		2,355.00
3	Broom, Soft (Tambo), Large, Heavy Duty	pcs	2	250.00		500.00
4	Dust pan, plastic, stand-up handle, small	pc	2	75.00		150.00
5	Paper, Bond, A3, S-24, 80 gsm	reams	2	580.00		1,160.00
Specification: bright white, high premium quality						
6	Paper, Bond, A4, S-20, 70 gsm	reams	3	253.00		759.00
Specification: bright white, high premium quality						
7	Paper, Bond, Long, S-24, 80 gsm	reams	2	328.00		656.00
Specification: bright white, high premium quality						
8	Pen, Ball, black	pieces	2	10.00		20.00
9	Pen, Ball, blue	pieces	10	10.00		100.00
10	Pen, Highlighter, orange	pieces	1	46.00		46.00
11	Soap, Dishwashing, Liquid, 250mL	btls	2	150.00		300.00

		TOTAL				6,296.00	
Purpose: for office supplies							
Checked by:				Funds Available:			
 ALICIA M. FLORES				 ALICIA M. FLORES			
TWG - Office Supplies				HEAD, BUDGET OFFICE			
Signature:		Requested by:		Noted by:		Approved by:	
Printed Name:		FREDERICK P. BABILONIA III		PASTOR P. GARCIA		EDGARDO E. TULIN	
Designation:		END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	