

Supply

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PR-2022-0513-32306

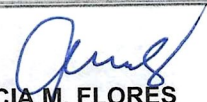
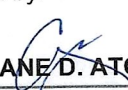
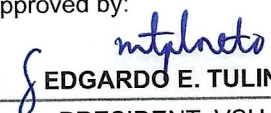


Republic of the Philippines
VISAYAS STATE UNIVERSITY
 Visca, Baybay City, Leyte

PURCHASE REQUEST

Dept./Office: **DARI**PR No.: **GF-2022-05-00547**Date: **05-13-2022**Section/End-User: **Jo Jane D. Atok**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **ARICenter-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pcs	10	192.00		1,920.00
2	Cartolina, US, Black, at least 160gsm	pcs	10	14.00		140.00
3	Cartolina, US, White, at least 160gsm	pcs	10	14.00		140.00
4	Cleaner, Glass, 500mL, spray type, any scent	btls	10	200.00		2,000.00
5	Disinfectant Spray, 170g	can	5	280.00		1,400.00
6	Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Black	pc	1	5,000.00		5,000.00
7	Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Cyan	pc	1	5,000.00		5,000.00
8	Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Magenta	pc	1	5,000.00		5,000.00
9	Fuji Xerox DocuCentre-V C2266/C2263 Toner Cartridges, Yellow	pc	1	5,000.00		5,000.00
10	Laminating Film, A4, 100 shts/box, 250 microns	box of 50's	1	1,430.00		1,430.00
11	Laminating Film, Short, 100 shts/box, 250 microns	box of 50's	1	1,640.00		1,640.00
12	Paper, Bond, A4, S-24, 80 gsm	reams	24	289.00		6,936.00
Specification: bright white, high premium quality						
13	Paper, Bond, Long, S-24, 80 gsm	reams	5	328.00		1,640.00
Specification: bright white, high premium quality						

TOTAL				37,246.00	
Purpose: For office use.					
Checked by:			Funds Available:		
 DOREEN B. ALBA TWG - Office Supplies			 ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:		Approved by:	
Printed Name:	 JO JANE D. ATOK	 MA. THERESA P. LORETO		 EDGARDO E. TULIN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	