

# LIQUIDATION REPORT

## VISAYAS STATE UNIVERSITY

Agency

No.

Date 01-Jun-22

Responsibility

Code:

GISSU.A.III.C

## PARTICULARS

Amount

LIQUIDATION OF PETTY CASH FUND as per supporting documents...

5,000.00

less: Actual Expenses

3,677.50

Amount refundable

(1,322.50)

☒ SUPPLIES☐ TRAVEL

TOTAL AMOUNT SPENT

3,677.50

AMOUNT OF CASH ADVANCE PER DV NO. \_\_\_\_\_

Dated: \_\_\_\_\_

5,000.00


AMOUNT REFUNDABLE PER OR NO. \_\_\_\_\_

Dated: \_\_\_\_\_

1,322.50

AMOUNT TO BE REIMBURSED

A Certified: Correctness of the above data

  
**PASTOR P. GARCIA**  
 Claimant

B Certified: Purpose of travel/cash advance duly accomplished

**MARIA JULIET C. CENIZA**  
 Supervisor

C Certified: Supporting documents complete and proper

**NICK FREDDY R. BELLO**  
 Head, Acctg. Div. JEV No: \_\_\_\_\_

# PURCHASE REQUEST

Visayas State University

AGENCY

DEPT./OFFICE **Eco-FARMI**

SECTION

PR NO.

DATE 06/01/22

SAI NO.

DATE

STOCK NO.	UNIT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	pcs	Paint Brush 2			
2	liter	Diesel	2	35.00	70.00
3	pcs	Bolt 3/8x1	10	49.80	498.00
4	pc	Hole Saw Set KHS750	28	13.00	364.00
5	pc	Aluminum Duct Tap 3"x45m	1	269.50	269.50
6		PVC Pipe	1	350.00	350.00
7		AT/PVC Pipe	1	198.00	198.00
8	kl	Tie Wire	3	350.00	1,050.00
9	pc	Gas Torch Anti Flare	1	80.00	80.00
10	pc	Butane Gas Cartridge	1	569.00	569.00
11	pc	Styro Board	2	72.00	144.00
			1	85.00	85.00

Charged to: GISSU.A.III.C

CERTIFIED as to the availability  
of appropriation in the amount  
of P \_\_\_\_\_ within  
45 days period.

TOTAL

3,677.50

PURPOSE:

For Farm Use

SIGNATURE

REQUESTED BY

APPROVED BY

PRINTED NAME

PASTOR P. GARCIA

EDGARDO E. TULIN

DESIGNATION

Assoc. Prof. IV

President