

Printed Name:

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PURCHASE REQUEST

VISAYAS STATE UNIVERSITY

Agency

GF-21-05-0038

President

5/17/2021 Date: Department: ICTMC Date: SAI No. Section ALOBS No. Date: Estimated Unit of Stock Estimated Cost Item Description Quantity No. Unit Cost Issue 3,550.00 Aircon Split type REPROCESS ĭ 3,550.00 ī unit Repair and Maintenance ADEQUATE AVAILABLE FUNDS IN THE AMOUNT OF # 3, 100 WITHIN THE THREE (3) MONTHS PERIOD Head, Budget Office 3,550.00 TOTAL Purpose: Repair & maintenance of Aircon in the office Request by: Approved by: Signature: EDGARDO E. TULIN SEAN O. VILLAGONZALO

Head, ICTMC