

SCAN HERE



PR-2023-0906-143517



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

## PURCHASE REQUEST

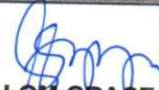
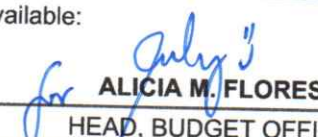

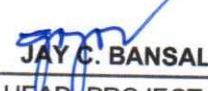

PPMP No. : 41-5-1493-2024-7-0-2

Dept./Office: **NSTP/CWTS**PR No.: **GF-2023-09-02186**Date: **09-06-2023**Section/End-User: **Marlon V. Dampios**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **CWTS Coordinator Office Supplies**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Broom, Stick Broom, Tukog	pc	10	40.00		400.00
Specification: ?Good Quality Broom Stick ?Approx. 370pcs per stick bundle						
2	Cartolina, US, Black, at least 160gsm	pcs	5	14.00		70.00
3	Cartolina, US, Blue, at least 160gsm	pcs	5	14.00		70.00
4	Cartolina, US, Gold, at least 160gsm	pcs	5	14.00		70.00
5	Cartolina, US, Green, at least 160gsm	pcs	5	14.00		70.00
6	Cartolina, US, Red, at least 160gsm	pcs	5	14.00		70.00
7	Cartolina, US, Yellow, at least 160gsm	pcs	5	14.00		70.00
8	Cork Board, Wall Mount, w/ aluminum frame, 3' x 4'	pcs	1	1,640.00		1,640.00
9	Paper, Bond, A4, S-24, 80 gsm	reams	15	289.00		4,335.00
Specification: bright white, high premium quality						
10	Paper, Bond, Long, S-20, 70 gsm	reams	15	286.00		4,290.00
Specification: bright white, high premium quality						
11	Paper, Bond, Short, S-24, 80 gsm	reams	15	277.00		4,155.00
Specification: bright white, high premium quality						
12	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	packs	300	38.00		11,400.00

13	Pen, Permanent Marker, black, fine tip	pieces	10	60.00		600.00
14	Pen, Permanent Marker, blue, broad tip	pieces	10	60.00		600.00
15	Pen, Sign, .5mm, Gel-type, Blue	piece	20	35.00		700.00
<b>TOTAL</b>						<b>28,540.00</b>

Purpose: CWTS Office supplies

Checked by:  <b>SHALOM GRACE C. SUGANO</b> TWG - Office Supplies		Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature: Printed Name: <b>MARLON V. DAMPIOS</b> Designation: <b>END USER</b>	Requested by:  <b>MARLON V. DAMPIOS</b> <b>END USER</b>	Noted by:  <b>JAY C. BANSALE</b> <b>UNIT HEAD, PROJECT LEADER</b>	Approved by:  <b>EDGARDO E. TULIN</b> <b>PRESIDENT, VSU</b>