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PR-2024-1004-227746



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0521**Dept./Office: **DBM**PR No.: **GF-2024-10-02067**Date: **10-21-2024**Section/End-User: **Sheillo G. Catorce**Category: **Accommodation**Funding Source: **General Fund - MOOE**Project Title/Code: **DBM GAA 2025**

49,500

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>ACCOMMODATION FOR TRAINING WORKSHOP 2025</b>	lot	1	5,500.00		5,500.00
<b>Specification:</b> Academic year-end evaluation and target setting						
2	<b>Board &amp; Lodging (2days)</b>	day	4	1,500.00		6,000.00
3	<b>Hotel Accommodation_VSU TBI Trainings/Bootcamp/Workshop/Manila</b>	day	25	1,500.00		37,500.00
<b>Specification:</b> Minimum specifications: <ul style="list-style-type: none"> <li>• Good for 2 or 3 people</li> <li>• Air-conditioned room</li> <li>• Complete amenities</li> </ul>						
<b>TOTAL</b>						<b>49,000.00</b>
Purpose: Office Use						
Checked by:				Funds Available:		
 <b>ALEXANDER L. CABRAL</b>				 <b>ALICIA M. FLORES</b>		
TWG - Accommodation				HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	<b>SHEILLO G. CATORCE</b>	<b>MARK C. RATILLA</b>		<b>PROSE IVY G. YEPES</b>		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		