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PR-2022-0713-46338



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

PURCHASE REQUEST

Dept./Office: **OVPREI**Section/End-User: **Romnic A. Cabelin**Funding Source: **Special Trust Fund**PR No.: **STF-2022-07-00931**Date: **07-13-2022**Category: **Office Supplies**Project Title/Code: **STF-UP 76- RDE Convention Center**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	4	220.00		880.00
2	Detergent Soap, Powder, 500g	packs	50	60.00		3,000.00
Specification: Detergent Soap Powder with Antibacterial, 500g						
3	Disinfectant Spray, 340g	can	1	465.00		465.00
4	Scrub Sponge, Heavy Duty	pcs	30	60.00		1,800.00
Specification: ?Size: at least 100mm x 75mm x 30mm						
5	Soap, Detergent, Liquid, 1 gal, any scent	gal	5	350.00		1,750.00
6	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	10	105.00		1,050.00
7	Soap, Hand, 60g per pack	Sachet	30	25.00		750.00
8	Soap, hand, liquid, 250 ml	btls	10	135.00		1,350.00
Specification: • pump type						
TOTAL						11,045.00

Purpose: Office use

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

ROMNIC A. CABELIN

END USER

Noted by:

MARIA JULIET C. CENIZA

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU



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Signature: _____		Requested by: _____	
Printed Name: ROMNIC A. CABELIN		END USER	
Checked by: _____		DOREEN B. ALBA	
Purpose: Office use		TWG - Office Supplies	
Funds Available: _____		Alicia M. Flores	
HEAD, BUDGET OFFICE		Approved by: _____	
EDGARDO E. TULIN		PRESIDENT, VSU	
UNIT HEAD, PROJECT LEADER		MARIA JULIET C. CENIZA	
Noted by: _____			

