



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

PURCHASE REQUEST

Dept./Office: **MMDC**

PR No.: **GF-2022-07-00956**

Date: **07-15-2022**

Section/End-User: **Windy O. Tuyan**

Category: **Printing Services**

Funding Source: **General Fund - MOOE**

Project Title/Code: **UIMC-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Premium Copy of the VSU Annual Report 2021 for Philippines Congress Submission	pieces	3	3,000.00		9,000.00

Specification:

Premium Copy of the VSU Annual Report 2021 for Philippines Congress Submission:

Specifications:

Size: Letter

Cover: CS2 220 gsm with lamination

Inside pages: Glossy 100 gsm

Colors: Full colors all pages

Binding: Perfect


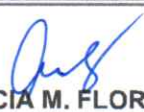
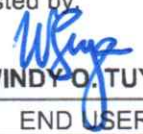
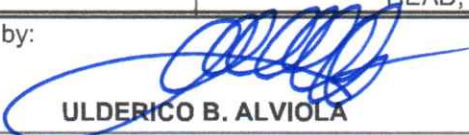
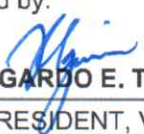
Pages: 100 inclusive of cover

Copies: 3 pieces

Full laser print with vibrant colors and clean print copies. Bidder must be able to print the copy within 5 hours upon receiving the Adobe InDesign Layout. Bidder must also be based within Leyte province for immediate processing, printing, coordination and delivery of the aforementioned documents.

	TOTAL					9,000.00
--	--------------	--	--	--	--	-----------------

Purpose: Printing Services for VSU Annual Report 2021

Checked by:  JED ASAPH D. CORTES TWG - Printing Services		Funds Available:  ALICIA M. FLORES <i>of-PRINTING</i> HEAD, BUDGET OFFICE <i>HE</i>	
Signature: Printed Name: Designation:	Requested by:  WINDY O. TUYAN END USER	Noted by:  ULDERICO B. ALVIOLA UNIT HEAD, PROJECT LEADER	Approved by:  EDGARDO E. TULIN <i>for 7/20</i> PRESIDENT, VSU