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PR-2024-1007-228494



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0642**Dept./Office: **OVPA**PR No.: **GF-2024-10-02269**Date: **10-07-2024**Section/End-User: **Victor S. Neri**Category: **Accommodation**Funding Source: **General Fund - MOOE**Project Title/Code: **OVPA_2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Venue rental to be used for the activity	hour	2	1,500.00		3,000.00
Specification: VSU RDE Hall - 300 persons capacity with the following amenities; LED Wall, Chairs, airconditioner						
TOTAL						3,000.00
Purpose: Academic year-end evaluation, target setting and team building workshop						
Checked by: ALEXANDER L. CABRAL TWG, Accommodation				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by: VICTOR S. NERI	Noted by: ROTACIO S. GRAVOSO		Approved by: PROSE IVY G. YEPES		
Printed Name:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		
Designation:						