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PR-2024-1010-229727



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

PURCHASE REQUEST

PPMP No. : PPMP-2025-092424-0071

PR No.: GF-2024-10-02841

Date: 02-05-2025

Dept./Office: OHIGP

Category: Food & Food
 Ingredients

Section/End-User: Josefina L. Soria

Project Title/Code: OHIGP

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Lunch (Buffet Style) Menu#1	person	50	200.00		10,000.00
Specification: With free venue for dining (tables and chairs) Buffet Style Menu: • Rice • Chicken Adobo • Chopsuey • Steamed Fish • Pasta • Melon juice						
2	Snacks AM	set	50	80.00	LEOPOLDO S. ESCALA JR.	4,000.00
Specification: • one serving of snacks • one serving of softdrinks						
3	Snacks PM	packs	50	80.00	LEOPOLDO S. ESCALA JR.	4,000.00
Specification: • one serving of snacks • one serving of drinks						
TOTAL						18,000.00
Purpose: For OHIGP ^{training} meetings and seminars (Feb. 19, 2025)						
Checked by:				Funds Available:		
ALEXANDER L. CABRAL				ALICIA M. FLORES		
TWG - Food & Food Ingredients				HEAD, BUDGET OFFICE		

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	JOSEFINA L. SORIA	CRISLIN B. CRUZ	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU