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PR-2023-0816-138566



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

PURCHASE REQUEST

PPMP No. : 42-5-2401-2024-7-0-2

Dept./Office: DAEEx

PR No.: GF-2023-08-01773

Date: 08-16-2023

Section/End-User: Aira M. Oraño

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: DAEEx-GF 302000000 2024

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	20	125.00		2,500.00
Specification: ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
2	Calculator, desktop-type, 12 digits, 2-way power, plastic keys	unit	2	530.00		1,060.00
3	Computer/Paint Brush, 1.5"	piece	2	25.00		50.00
4	Folder, Pressboard, US, Green, Long	pcs	60	30.00		1,800.00
5	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	10	250.00		2,500.00
6	PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	packs	2	500.00		1,000.00
7	Toilet Bowl Cleaner, at least 1 liter	btl	2	250.00		500.00
TOTAL						9,410.00

Purpose: For Office use

Checked by:		Funds Available:	
SHALOM GRACE C. SUGANO		ALICIA M. FLORES	
TWG - Office Supplies		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	AIRA M. ORAÑO	ANNA MARTHA C. MONSANTO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU