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PR-2025-1029-306828



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-100725-1452**PR No.: **TF-2025-10-00010**Date: **11-13-2025**Dept./Office: **FAFS**Category: **Office Supplies**Duration: **2025-10-07**Section/End-User: **Joyce Lorraine G. Dagpin**Project Title/Code: **101T20201050-10.6.7 (VSU ASTHRDP-NSC)**to
2026-12-31Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Folder, Expanded, Long (Light Blue)	pcs	100	30.00		3,000.00
	TOTAL					3,000.00

Purpose: Office supply

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

NICK FREDDY R. BELLO *GRB*

HEAD, ACCOUNTING OFFICE

Signature:

Printed Name:

JOYCE LORRAINE G. DAGPIN

Designation:

PROJECT TECHNICAL STAFF IV

Noted by:

VICTOR B. ASIO

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU