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PR-2023-1205-161142



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

PURCHASE REQUEST

PPMP No. : 22-5-358-2024-10-0-7

Dept./Office: NARC

PR No.: GF-2023-12-02923

Date: 12-03-2023

Section/End-User: Jedess Miladel N. Salomon

Category: Office Supplies

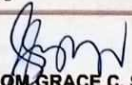
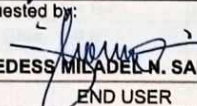
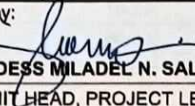
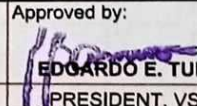
Funding Source: General Fund - MOOE

Project Title/Code: TPAB 007

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Folder, File, Long, 14pts, White	piece	50	10.00		500.00
2	Glue Stick, Big, for Glue Gun	pieces	100	10.00		1,000.00
3	Multi-Purpose Glue, 130 g	btl	10	60.00		600.00
4	Paper, Bond, A4, S-24, 80 gsm	reams	30	289.00		8,670.00
Specification: bright white, high premium quality						
5	Paper, Laid 8 x 11 90gsm Diamond White	boxes	1	850.00		850.00
6	Paper, Laid 8 x 11 90gsm Ivory	boxes	1	850.00		850.00
7	Pen, Permanent Marker, black, fine tip	pieces	10	60.00		600.00
8	Pen, Ball, blue	pieces	100	10.00		1,000.00
9	Pen, Sign, .5mm, Gel-type, Blue	piece	20	35.00		700.00
10	Pin, Push, hammerhead type, asstd colors 50s/pack	boxes	10	35.00		350.00
11	Ring Binder, plastic, 20mm, 3/4" black	pieces	10	22.00		220.00
12	Ring Binder, plastic, 25mm, 1" black	pieces	10	40.00		400.00
13	Ring Binder, plastic, 51mm 2" black	pieces	10	55.00		550.00
14	Ring Binder, plastic, 8mm, 5/16" black	pieces	10	8.00		80.00
15	Ring Binder, plastic, 12mm, 1/2" black	pieces	10	12.00		120.00
16	Scissors, 6" heavy duty, good quality	piece	3	68.00		204.00
17	Scissors, 8" heavy duty, good quality	pieces	2	75.00		150.00
18	Thumb Tacks, Small Box	boxes	20	12.00		240.00
19	Transparency Film, A4, 100pcs/pack	pack	5	372.00		1,860.00



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20	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets per pack	pack of 10's	50	60.00		3,000.00
Specification: • Product: Vellum Board • Size: 8.25 x 11.75 inches (A4) • Color: Pale Cream • Quantity: 10 sheets per pack • 220 GSM						
TOTAL						21,944.00
Purpose: Use for Training						
Checked by:  SHALOM GRACE C. SUGANO TWG - Office Supplies				Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE DA - 13-7074		
Signature:	Requested by: 		Noted by: 		Approved by: 	
Printed Name:	JEDESS MILADEL N. SALOMON		JEDESS MILADEL N. SALOMON		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	