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PR-2024-0117-170363



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

PURCHASE REQUEST

PPMP No. : 22-5-636-2024-0-0-8

Dept./Office: NARC

PR No.: GF-2024-01-00119

Date: 01-17-2024

Section/End-User: Cielo F. Señara

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: NARC Overhead Cost

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	6	220.00		1,320.00
2	Alcohol, Ethyl, 70% solution, 500mL	btls	4	125.00		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

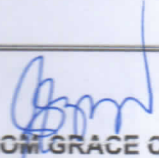
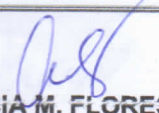
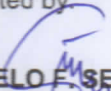
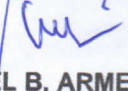
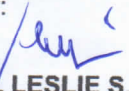
3	Bathroom Deodorizer, with holder, at least 100g, any scent	pcs	6	80.00		480.00
4	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	4	115.00		460.00
5	Cleaner, Glass, 500mL, spray type, any scent	btls	2	220.00		440.00
6	Envelope, Expanding, with garter tie, blue, long	pc	20	20.00		400.00
7	Folder, File, Long, 14pts, White	piece	50	10.00		500.00
8	Folder, Pressboard, US, Green, Long	pcs	30	35.00		1,050.00
9	Folder, Sliding, Plastic, w/ binder, Long, transparent	pcs	50	10.00		500.00
10	Morocco board, A4, 100pcs/ream, 230 gsm, for cover, green	ream	2	450.00		900.00
11	Paper, Bond, A4, S-20, 70 gsm	reams	20	253.00		5,060.00

Specification:

bright white, high premium quality

12	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00
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Specification:

bright white, high premium quality						
13	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	2	150.00		300.00
14	Soap, Dishwashing, Liquid, 250mL	btls	3	150.00		450.00
TOTAL						18,140.00
Purpose: for office use						
Checked by:  SHALOM GRACE C. SUGANG TWG - Office Supplies				Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:  CIELO F. SEÑARA		Noted by:  ROMEL B. ARMECIN		Approved by:  DANIEL LESLIE S. TAN	
Printed Name:	CIELO F. SEÑARA		ROMEL B. ARMECIN		DANIEL LESLIE S. TAN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		OIC-PRESIDENT, VSU	