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PR-2023-0213-95069



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

PURCHASE REQUEST

PPMP No. : 138-1-1242-2023-0-0-25

PR No.: STF-2023-02-00183

Date: 02-13-2023

Dept./Office: VIHS

Category: **Food & Food
Ingredients**Section/End-User: **Guada Fe D. Amihan**Project Title/Code: **VSUIHS Promotional and
Graduation Day**Funding Source: **Special Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Graduation SHS (Lunch)	pcs	70	150.00		10,500.00
Specification: For SHS Graduation SY: 2022-2023 for Guests, Faculty and Staff						
2	Graduation SHS (Snacks)	pcs	60	50.00		3,000.00
Specification: Snacks for SHS Graduation SY: 2022-2023 for Guests, Faculty and Staff						
3	Promotional Exercises (Lunch)	pcs	60	150.00		9,000.00
Specification: Promotional Exercises SY: 2022-2023 for Guests, Faculty and Staff						
4	Promotional Exercises (Snacks)	pc	70	50.00		3,500.00
Specification: for Promotional Exercises SY 2022-2023 Snacks for Guests, Faculty and Staff						
TOTAL						26,000.00
Purpose: VSUIHS Promotional and Graduation Day						

Checked by: <i>2/15/2023</i> LYNETTE C. CIMA FRANCA		Funds Available: <i>Aut</i> ALICIA M. FLORES	
TWG - Food & Food Ingredients		HEAD, BUDGET OFFICE <i>165.20</i>	
Signature:	Requested by: <i>[Signature]</i>	Noted by: <i>[Signature]</i>	Approved by: <i>[Signature]</i>
Printed Name:	GUADAFE D. AMIHAN	SHALOM GRACE C. SUGANO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	<i>Ar.</i> PRESIDENT, VSU