

SCAN HERE



PR-2025-0721-286098



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-070325-1284**PR No.: **TF-2025-07-00876**Date: **07-21-2025**Dept./Office: **FAFS**Category: **Office Supplies**Duration: **2025-07-01**Section/End-User: **Joyce Lorraine G. Dagpin**Project Title/Code: **101T20201050-10.6.7**to  
**2026-07-01**Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Contingency Fund (DOST Office Supplies)	lot	4	5,000.00	VICTOR B. ASIO	20,000.00

**Specification:**

This is for uncommonly used supplies, notarization, postage and delivery, cable/internet connectivity, etc. What appears on this PPMP.

<b>TOTAL</b>						<b>20,000.00</b>
--------------	--	--	--	--	--	------------------

Purpose: Contingency Funds

Checked by:

  
**VIVIAN V. BALBARINO**

Funds Available:

  
**NICK FREDDY R. BELLO**

TWG - Office Supplies

HEAD, ACCOUNTING OFFICE

Signature:

Printed Name:

**JOYCE LORRAINE G. DAGPIN**

Designation:

Prepared by:

Noted by:

  
**VICTOR B. ASIO**

UNIT HEAD, PROJECT LEADER

Approved by:

  
**PROSE IVY G. YEPES**

PRESIDENT, VSU