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PR-2024-1008-228730



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0627**Dept./Office: **MMDC**PR No.: **GF-2024-10-02448**Date: **10-08-2024**Section/End-User: **Windy O. Tuyan**Category: **Printing Services**Funding Source: **General Fund - MOOE**Project Title/Code: **VPP-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Leroy Letter Types for Stamping Machine	sets	1	3,500.00		3,500.00

Specification:

- Font Helvetica or Arial
- 16 points - 1set
- 24 points- 1 set

	TOTAL					3,500.00
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Purpose: For office uses.

Checked by:

VIVIAN V. BALBARINO

Funds Available:

ALICIA M. FLORES 001-25

TWG - Printing Services

HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	 WINDY O. TUYAN	 ULDERICO B. ALVIOLA	 PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU