

STF-20-10-00531



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

PPMP #: 14-1-457-2021-9-0-0

PURCHASE REQUEST

Dept./Office: **DOH**PR #: **STF-2020-10-00531** *0604*Date: **10-15-2020**Section/End-User: **Rosario A. Salas**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **Laboratory share- 2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Cartolina, US, Blue, at least 160gsm	pcs	10	14.00	ROSARIO A. SALAS	140.00
2	Cartolina, US, Green, at least 160gsm	pcs	10	14.00	ROSARIO A. SALAS	140.00
3	Cartolina, US, Neon Blue, at least 160gsm	pcs	10	14.00	ROSARIO A. SALAS	140.00
4	Folder, Sliding, Plastic, w/ binder, Long, transparent	pcs	100	10.00	ROSARIO A. SALAS	1,000.00
5	Paper, Bond, A4, S-20, 70 gsm	reams	7	253.00	ROSARIO A. SALAS	1,771.00
6	Paper, Bond, Long, S-20, 70 gsm	reams	10	286.00	ROSARIO A. SALAS	2,860.00
7	Pen, Ball, blue	pieces	100	10.00	ROSARIO A. SALAS	1,000.00
8	Staple Wire, #35	boxes	49	30.00	ROSARIO A. SALAS	1,470.00
9	Tape, Double Sided, 1" x 10m	rolls	10	35.00	ROSARIO A. SALAS	350.00
10	Tape, Masking, 1" x 25 yards	rolls	20	48.00	ROSARIO A. SALAS	960.00
11	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	5	204.00	ROSARIO A. SALAS	1,020.00
TOTAL						10,851.00

Purpose: office supplies

Checked by:

NELLO D. GORNE

TWG - Office Supplies

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

ROSARIO A. SALAS

END USER

Noted by:

ROSARIO A. SALAS

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU