



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

## PURCHASE REQUEST

Dept./Office: **ODIE**

Section/End-User: **Rafael B. Vergara Jr.**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2022-08-01093**

Date: **08-15-2022**

Category: **Food & Food  
Ingredients**

Project Title/Code: **ODIE-2022P**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Meals (Lunch) 150.00</b>	packs	100	150.00		15,000.00
2	<b>Snacks</b>	set	200	50.00		10,000.00

**Specification:**

- with drinks
- Should be packed individually

	<b>TOTAL</b>					<b>25,000.00</b>
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Purpose: These are needed during the Newly-hired Faculty Onboarding and Training Workshop on VSUEE this coming **Sept. 7-8, 2022**

Checked by:  <b>JULIOUS B. CERNA</b> TWG - Food & Food Ingredients		Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature:  Printed Name: <b>RAFAEL B. VERGARA JR.</b> Designation: <b>END USER</b>	Requested by: 	Noted by:  <b>MA. RACHEL KIM L. AURE</b> <b>UNIT HEAD, PROJECT LEADER</b>	Approved by:  <b>EDGARDO E. TULIN</b> <b>PRESIDENT, VSU</b>