



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

## PURCHASE REQUEST

Dept./Office: **NCRC-V**

PR No.: **GF-2022-08-01164**

Date: **08-24-2022**

Section/End-User: **Jerrel Ann L. Lagitao**

Category: **Food & Food  
Ingredients**

Funding Source: **General Fund - MOOE**

Project Title/Code: **EXT 17.TP.CO.008**

| Item # | Item Description     | Unit  | Qty | Unit Cost | PAR/ICS | Total Cost      |
|--------|----------------------|-------|-----|-----------|---------|-----------------|
| 1      | Meals (Lunch) 150.00 | packs | 60  | 150.00    |         | 9,000.00        |
|        | <b>TOTAL</b>         |       |     |           |         | <b>9,000.00</b> |

Purpose: Food for training participants: September 5, 2022: 15 participants September 6, 2022: 15 participants September 8, 2022: 15 participants

|                                            |                                                   |                                                           |                                             |
|--------------------------------------------|---------------------------------------------------|-----------------------------------------------------------|---------------------------------------------|
| Checked by:<br><br><b>JULIOUS B. CERNA</b> |                                                   | Funds Available:<br><br><b>ALICIA M. FLORES</b><br>EXT 17 |                                             |
| TWG - Food & Food Ingredients              |                                                   | HEAD, BUDGET OFFICE                                       |                                             |
| Signature:                                 | Requested by:<br><br><b>JERREL ANN L. LAGITAO</b> | Noted by:<br><br><b>CRISLIN B. CRUZ</b>                   | Approved by:<br><br><b>EDGARDO E. TULIN</b> |
| Printed Name:                              | <b>JERREL ANN L. LAGITAO</b>                      | <b>CRISLIN B. CRUZ</b>                                    | <b>EDGARDO E. TULIN</b>                     |
| Designation:                               | <b>END USER</b>                                   | <b>UNIT HEAD, PROJECT LEADER</b>                          | <b>PRESIDENT, VSU</b>                       |