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PR-2022-0901-59425



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

PURCHASE REQUEST

Dept./Office: **CN**PR No.: **GF-2022-09-01308**Date: **09-01-2022**Section/End-User: **Jesusa M. Magno**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **CON 2023 General Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Certificate Holder (A4)	pcs	60	64.00		3,840.00
2	Laminating Film, A4, 100 shts/box, 250 microns	box of 50's	2	1,430.00		2,860.00
3	Paper, Bond, A4, S-20, 70 gsm	reams	53	253.00		13,409.00

Specification:

bright white, high premium quality

	TOTAL					20,109.00
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Purpose: for college supplies and materials

Checked by:

ALICIA M. FLORES

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES
HEAD, BUDGET OFFICE *mt con 201*

Signature:	Requested by:	Noted by:	Approved by:
Printed Name: JESUSA M. MAGNO	 JESUSA M. MAGNO	 JESUSA M. MAGNO	 EDGARDO E. TULIN
Designation: END USER	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU <i>9/14/22</i>