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PR-2024-1008-229053



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092724-0680**Dept./Office: **CME**PR No.: **STF-2024-10-02591**Date: **10-08-2024**Section/End-User: **Geecel F. Galvez**Category: **Transportation**Funding Source: **Special Trust Fund**Project Title/Code: **CME Labshare 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Roundtrip Airfare</b>	person	6	10,000.00		60,000.00
<b>Specification:</b>  Roundtrip ticket for 2 resource persons						
2	<b>Van Rental (LEYTE Area)</b>	unit	5	6,000.00		30,000.00
<b>Specification:</b>  Rental and Route Condition: <ul style="list-style-type: none"><li>• VSU to whole Leyte province.</li><li>• Inclusive of all consumables (lubricants, fuels and filters)</li><li>• Inclusive of vehicle maintenance and repair</li><li>• Inclusive of driver expenses</li><li>• Vehicle must be able to traverse in/to a road not normally travelled by regular van</li></ul>						
<b>TOTAL</b>						<b>90,000.00</b>
Purpose: for activity use						
Checked by:  <b>AMEL P. ARMADA</b> TWG - Transportation				Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE		
Signature:	Prepared by:  <b>GEECEL F. GALVEZ</b>	Noted by:  <b>LILIAN B. NUÑEZ</b>		Approved by:  <b>PROSE IVY G. YEPES</b>		
Printed Name:						
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		