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PR-2025-0815-291871



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0048**Dept./Office: **NCRC-V**PR No.: **GF-2025-08-01069**Date: **08-15-2025**Section/End-User: **Maria Farah V. Abayabay**Category: **Office Supplies**Duration: **2020-01-01**Funding Source: **General Fund - MOOE**Project Title/Code: **NCRC.2025.2**to
2025-12-31

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Isopropyl, 70% solution, 500mL	btls	4	140.00		560.00
2	Paper, Bond, A4, S-20, 70 gsm	reams	2	253.00		506.00
Specification: bright white, high premium quality						
3	Pencil, Lead, #2, w/ eraser	pieces	3	10.00		30.00
4	Soap, Dishwashing Liquid Refill, 375ml	packs	2	200.00		400.00
Specification: Antibacterial Concentrate Dishwashing Liquid .						
5	Masking Tape, 1"	rolls	1	60.00		60.00
6	Blue Ballpen 0.5mm/0.7mm	boxes	1	96.00		96.00
TOTAL						1,652.00

Purpose: research use

Checked by:

V
VIVIAN V. BALBARINO
 TWG - Office Supplies

Funds Available:

for
ALICIA M. FLORES
 HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	MARIA FARAH V. ABAYABAY	MARISEL A. LEORNA	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU