



GF-2020-10-00330



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

PPMP #: 37-5-714-2021-B-0-0

DP# 1821
10/26/20**PURCHASE REQUEST**

PR #: GF-2020-10-00330/1177

Date: 10-14-2020

Dept./Office: CoEd

Category: Office Supplies

Section/End-User: Bayron S. Barredo

Project Title/Code: CoEd-2021

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Clip, Metal Bulldog, 3" (approx. 76.2mm), 12 pcs/box	boxes	10	192.00		1,920.00
2	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	box	20	30.00		600.00
3	Fastener, Paper, non-rust metal, 50 sets/box	boxes	5	50.00		250.00
4	Fastener, Paper, plastic, 50 sets/box	boxes	10	38.00		380.00
5	Folder, File, Long, 14pts, White	piece	100	10.00		1,000.00
6	Paper, Bond, Long, S-24, 80 gsm	reams	20	328.00		6,560.00
7	Sticky Flags, Repositionable Indexing Tab, 45x12mm, (20 sheets x 5 colors)/pack	pack	20	40.00		800.00

Specification:

Sticky Flags Suitable For/As:

- Indexing Tab
- Highlighting
- Marking

Repositionable

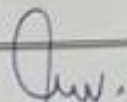
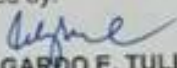
One end straight-cut, One end arrow-shaped

Can be used to show/indicate where to attach signature

8	Sticky Note, 2 x 3, Yellow	pads	20	79.00		1,580.00
TOTAL						13,090.00

Purpose: Use for Office and Instruction Purposes

Checked by:	Funds Available:
ALICIA M. FLORES	MYRNA S. PANCITO
TWG - Office Supplies	HEAD, BUDGET OFFICE

Signature:	Requested by: 	Noted by: 	Approved by: 
	Printed Name: BAYRON S. BARREDO	BAYRON S. BARREDO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU