



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

SCAN HERE



PR-2022-0831-58554

## PURCHASE REQUEST

Dept./Office: **NSTP/CWTS**

PR No.: **GF-2022-08-01220**

Date: **08-31-20**

Section/End-User: **Marlon V. Dampios**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **OFFICE OF THE COORDINATOR  
OF CWTS SUPPLIES**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Folder, Pressboard, US, Green, Long	pcs	50	30.00		1,500.00
2	Frame, for certificates, A4 size	pcs	10	380.00		3,800.00

**Specification:**

Hard border, with color black or brown color. Glass type.

3	Glue, White, All-purpose, 1 gallon	gallons	1	510.00		510.00
4	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Double)	pcs	5	195.00		975.00
5	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	pcs	5	100.00		500.00
6	Paper Cutter Knife, 6" steel blade, plastic handle, good quality	pcs	5	150.00		750.00
7	Paper, Bond, A4, S-24, 80 gsm	reams	10	289.00		2,890.00

**Specification:**

bright white, high premium quality

8	Paper, Bond, Long, S-24, 80 gsm	reams	10	328.00		3,280.00
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**Specification:**

bright white, high premium quality

9	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	5	250.00		1,250.00
10	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	packs	105	38.00		3,990.00
11	Pen, Sign, .5mm, Gel-type, Blue	piece	20	35.00		700.00
12	Wireless Microphone	set	1	5,500.00		5,500.00

**Specification:**

- Carrier Frequency: UHF 613 - 870MHz
- Frequency Steadying: -0.002-

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