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PR-2023-0925-146658



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

PURCHASE REQUEST

PR No.: GF-2023-09-02452

Date: 09-25-2023

PPMP No. : 26-5-1232-2023-7-0-5

Category: Office Supplies

Dept./Office: ITEEM

Project Title/Code: BIODIVERSITY OF MARINE FLORA
 AND FAUNA IN ARTIFICIAL REEFS OF BAYBAY CITY
 AND SELECTED MUNICIPALITIES OF THE 5TH
 DISTRICT OF LEYTE- NRM ITM 1517

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	pcs	5	200.00		1,000.00
2	Paper, Book, A4 size, 80 gsm	reams	10	285.00		2,850.00
Specification: bright white, high premium quality						
3	Soap, Detergent, Liquid, 1 gal, any scent	gal	5	400.00		2,000.00
TOTAL						5,850.00

Purpose: FOR PROJECT USE

Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: CECILIO M. BENITEZ END USER	Noted by: SENONA A. CESAR UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU