

SCAN HERE



PR-2024-1104-232861



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2024-102424-0555**Dept./Office: **PPO**PR No.: **STF-2024-11-03103**Date: **11-04-2024**Section/End-User: **Mario C. Bantugan**Category: **Hardware**Funding Source: **Special Trust Fund**Project Title/Code: **Christmas Lighting Materials 2024**

| Item # | Item Description                                    | Unit  | Qty | Unit Cost | PAR/ICS | Total Cost      |
|--------|-----------------------------------------------------|-------|-----|-----------|---------|-----------------|
| 1      | P.E. Foam Insulator heat reject, Aluminum (1 sided) | rolls | 1   | 4,000.00  |         | 4,000.00        |
|        | <b>TOTAL</b>                                        |       |     |           |         | <b>4,000.00</b> |

Purpose: FOR CHRISTMAS USE

|                                                              |                                              |                                                                        |                                                                   |
|--------------------------------------------------------------|----------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------------------------|
| Checked by:<br><br><b>CLINT C. SARVIDA</b><br>TWG - Hardware |                                              | Funds Available:<br><br><b>ALICIA M. FLORES</b><br>HEAD, BUDGET OFFICE |                                                                   |
| Signature:                                                   | Prepared by:<br><br><b>MARIO C. BANTUGAN</b> | Noted by:<br><br><b>MARLON G. BURTAS</b><br>UNIT HEAD, PROJECT LEADER  | Approved by:<br><br><b>PROSPERO V. G. YEPES</b><br>PRESIDENT, VSU |
| Printed Name:                                                |                                              |                                                                        |                                                                   |
| Designation:                                                 |                                              |                                                                        |                                                                   |