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PR-2024-1010-229765



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0484**Dept./Office: **CAFS**PR No.: **GF-2024-10-02105**Date: **10-10-2024**Section/End-User: **Remenita J. Solis**Category: **Accommodation**Funding Source: **General Fund - MOOE**Project Title/Code: **CAFS 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Accommodation</b>	person	20	700.00		14,000.00
2	<b>Venue rental to be used for the activity</b>	hour	1	1,500.00		1,500.00

**Specification:**

VSU RDE Hall - 300 persons capacity with the following amenities; LED Wall, Chairs, airconditioner

	<b>TOTAL</b>					<b>15,500.00</b>
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Purpose: Conduct of CAFS Strategic Planning Workshop and Team Bldg.

Checked by:	Funds Available:
	<i>[Signature]</i> <b>ALICIA M. FLORES</b> <i>MI-25</i> HEAD, BUDGET OFFICE
TWG - Accommodation	

Signature:	Prepared by:	Noted by:	Approved by:
	<i>[Signature]</i> <b>REMENTA J. SOLIS</b>	<i>[Signature]</i> <b>SUZETTE B. LINA</b>	<i>[Signature]</i> <b>PROSE IVY G. YEPES</b>
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU