

?Color: Yellow

?Packaging Size: 12 pencils per box

14	Record Book, Big, 300 pages	pcs	10	110.00		1,100.00
15	Soap, Detergent, Bar, at least 350g, any scent	bar	20	38.00		760.00

**Specification:**

16	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	10	105.00		1,050.00
17	Staple Wire, #35	boxes	5	30.00		150.00
18	Stapler, HD No.35	pc	1	350.00		350.00
19	Stick Broom (tingting) 6" from the top, approx 370 pcs	piece	20	40.00		800.00
20	Tape, Masking, 1/2" x 25 yards	rolls	40	25.00		1,000.00
21	Tape, Masking, 2" x 25 yards	rolls	7	95.00		665.00
22	Tape, Packaging, 2" x 100 yards, Tan	rolls	5	75.00		375.00
23	Tape, Transparent, 12mm x 50m	rolls	20	68.00		1,360.00
<b>TOTAL</b>						<b>30,170.00</b>

Purpose: For MPSO use

Checked by:  <b>DOREEN B. ALBA</b> TWG - Office Supplies		Funds Available:  <i>for one item</i> <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature:	Requested by:  <b>VINCENT PAUL C. ASILOM</b>	Noted by:  <b>MARLON G. BURLAS</b>	Approved by:  <b>EDGARDO E. TULIN</b>
Printed Name:			
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU <i>m. tulon</i>



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

## PURCHASE REQUEST

PPMP No. : 184-5-971-2023-7-0-1

Dept./Office: OHMPS

PR No.: GF-2022-11-02292

Date: 11-14-2022

Section/End-User: Vincent Paul C. Asilom

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: MPSO-Office Supply 2023

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	30	125.00		3,750.00
<b>Specification:</b> ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
2	Broom, Soft (Tambo), Large, Heavy Duty	pcs	5	250.00		1,250.00
3	Calculator, desktop-type, 12 digits, 2-way power, plastic keys	unit	1	530.00		530.00
4	Car Freshener, Gel, at least 70g, Lemon/Orange scent	cans	20	180.00		3,600.00
5	Correction Tape, 8m x 5mm wide	pc	10	40.00		400.00
6	Fastener, Paper, plastic, 50 sets/box	boxes	10	38.00		380.00
7	Floor Mop with wooden handle, heavy duty	pcs	5	240.00		1,200.00
8	Folder, File, Long, 14pts, White	piece	100	10.00		1,000.00
9	Nylon, #300, for grass cutter	kl	5	450.00		2,250.00
10	Paper, Bond, A4, S-20, 70 gsm	reams	30	253.00		7,590.00
<b>Specification:</b> bright white, high premium quality						
11	Pen, Ball, black	pieces	5	10.00		50.00
12	Pen, Ball, blue	pieces	20	10.00		200.00
13	Pencil, #2, Medium, Yellow, 12pcs/box	Box of 12's	3	120.00		360.00
<b>Specification:</b> ?Attr: Pencil Medium #2 with black lead						