



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

PURCHASE REQUEST

PPMP No. : 248-5-354-2024-2-0-4

Dept./Office: DPSS

PR No.: GF-2024-03-00906

Date: 03-15-2024

Section/End-User: Gilda P. Nayre

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: DPSS-2024- Advanced Education

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, Long, S-24, 80 gsm	reams	30	328.00		9,840.00
Specification: bright white, high premium quality						
TOTAL						9,840.00
Purpose: for exam papers _ DPSS						
Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by: GILDA P. NAYRE	Noted by: AL FRANJON M. VILLAROYA	Approved by: PROSE IVY G. TEPES			
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU			