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PR-2025-0701-282070



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-052625-1205**Dept./Office: **VSU LHS**PR No.: **STF-2025-07-00766**Date: **07-01-2025**Section/End-User: **Cherry Grace D. Saboroso**Category: **Office Supplies**Funding Source: **Special Trust Fund - MOOE**Project Title/Code: **VSULHS-2025- Office Supplies**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Trash Bags/ Garbage Bags XXL 37" 30pcs/ 3 rolls	packs	1	250.00		250.00
Specification: Trash Bags/ Garbage Bags XXL 37" 30pcs/ 3 rolls						
2	Trash Bag(Garbage Bag), X-Large(15*15*37inches) 100pcs/pack, Black	pack	5	450.00		2,250.00
3	Trash Bag (Garbage Bag), X-Large (15*15*37 inches), 100pcs/pack, Colored(Green) GENERIC	pack	5	500.00		2,500.00
TOTAL						5,000.00

Purpose: Proper Waste Disposal in VSULHS

Checked by:

VIVIAN V. BALBARINO

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Prepared by:

Signature:

Printed Name:

Designation:

CHERRY GRACE D. SABOROSO

Noted by:

LEO A. MAMOLO

UNIT HEAD, PROJECT LEADER

Approved by:

PROSENY G. YEPES

PRESIDENT, VSU

☐ Revised (Changed items, same budget)
☐ Supplemental



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PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) CY 2025

END-
 USER/UNIT: **VSU Laboratory High School**

CHARGED TO STF-MOOE

Project, Programs and Activities (PPAs):

VSU Laboratory High School

Garbage Bag to be used for waste segregation within VSULHS vicinity.

PPMP #: **PPMP-2025-052625-1205**

Project Code: **VSULHS-2025-Office Supplies**

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Office Supplies															
	Trash Bag (Garbage Bag), X-Large (15*15*37 inches), 100pcs/pack, Colored(Green) GENERIC	5 pack	2,500.00	Public Bidding												
	Trash Bag(Garbage Bag), X-Large(15*15*37inches) 100pcs/pack, Black	5 pack	2,250.00	Public Bidding						5						
	Trash Bags/ Garbage Bags XXL 37" 30pcs/ 3 rolls	1 packs	250.00	Public Bidding						5						
	Sub-Total		5,000.00							1						
	TOTAL BUDGET:		5,000.00													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by: CHERRY GRACE D. SABOROSO

Submitted by: for LEO A. MAMOLO
 Unit Head/Project Leader



Date: 06/20/2025

for ALICIA FLORES w/ H canteen