



GF-2020-10-00542

PPMP #: 46-5-312-2021-7-0-3



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

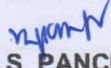
OCT 28 2020
 BY: *P. Og*

PURCHASE REQUESTDept./Office: **RCCRDC**PR #: **GF-2020-10-00542** /1333Date: **10-15-2020**Section/End-User: **Eduardo O. Mangaoang**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **CC9.CFES.1718**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Acetate, transparent, gauge #4, approx. 50m/roll	rolls	1	650.00		650.00
2	Alcohol, Isopropyl, 70% solution, 500mL, pump type	btls	10	250.00		2,500.00
3	Battery, Rechargeable, Nickel-Metal Hydride, Size: AA, 2 pcs/pack	pack	3	785.00		2,355.00
4	Battery, Rechargeable, Nickel-Metal Hydride, Size: AAA, 2 pcs/pack	pack	3	785.00		2,355.00
5	Bleach, Liquid, 99.9% Antibac, 3785 mL	gallon	5	250.00		1,250.00
6	Car Freshener, Gel, at least 70g, Lemon/Orange scent	cans	3	180.00		540.00
7	Glue, Padding, 500g, for paper binding	btls	1	260.00		260.00
8	Magazine Box / Data File Box / Datafiler, horizontal, made of chipboards, closed ends, Legal (Single)	pcs	10	100.00		1,000.00
9	Memo Notebooks, 80 leaves	pieces	50	29.00		1,450.00
10	Mop rug, heavy duty 100% cotton	pieces	6	50.00		300.00
11	Multi- Insect killer spray, 300ml	pc	2	219.00		438.00
12	Muriatic Acid concentrated scented	gal	5	350.00		1,750.00
13	Numbering machine, 12 digits w/ letter	piece	3	600.00		1,800.00
14	Paper Cutter Knife, 6" steel blade, plastic handle, good quality	pcs	5	150.00		750.00
15	Paper, Bond, A4, S-24, 80 gsm	reams	15	289.00		4,335.00
16	Paper, Bond, Long, S-20, 70 gsm	reams	10	286.00		2,860.00
17	Paper, Pad, Rainbow color, 8-1/2x13, 90 leaves/pad	pads	5	70.00		350.00
18	Paper, Photo, matte finish, 146GSM, 10 shts/pack	pack	15	75.00		1,125.00
19	Pen, Ball, blue	pieces	50	10.00		500.00
20	Pen, Sign, .5mm, Gel-type, Blue	piece	30	35.00		1,050.00
21	Puncher, Heavy Duty	pieces	1	450.00		450.00

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
22	PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	packs	2	750.00		1,500.00
23	Rag, (for cleaning & wiping)	pieces	10	5.00		50.00
24	Rags, large, good quality, size 24"x15", water absorbent	pcs	10	40.00		400.00
25	Record Book, Big, 500 pages	pcs	5	115.00		575.00
26	Ring Binder, plastic, 84 10mm, 3/8" black	pieces	10	10.00		100.00
27	Ring Binder, plastic, 84 6mm 1/4" black	pieces	10	8.00		80.00
28	Ring Binder, plastic, 84 38mm , 1-1/2" black	pieces	10	46.00		460.00
29	Ring Binder, plastic, 84 51mm 2" black	pieces	10	55.00		550.00
30	Ruler, Plastic, 24"	pieces	5	35.00		175.00
31	Scissors, 8" heavy duty, good quality	pieces	5	75.00		375.00
32	Stick Broom (tingting) 6" fr the top, approx 370 pcs	piece	5	40.00		200.00
33	Sticky Note, 3 x 3, Yellow	pads	10	84.00		840.00
34	Super Adhesive Glue, clear	tubes	3	40.00		120.00
35	Tape, Double Sided, 1" x 10m	rolls	10	35.00		350.00
36	Tape, Double Sided, 2" x 10m	rolls	10	70.00		700.00
37	Tape, Duct, 2" x 25m, Black/Grey	rolls	3	180.00		540.00
38	Tape, Foam, Double Sided, 1/2" x 5m	rolls	10	52.00		520.00
39	Tape, Masking, 2" x 25 yards	rolls	10	95.00		950.00
40	Tape, Packaging, 2" x 100 yards, Clear	rolls	5	55.00		275.00
41	Thumb Tacks, Small Box	boxes	10	12.00		120.00
42	Toilet Brush with Holder	set	5	180.00		900.00
43	Wet and dry vacuum cleaner	pc	1	5,000.00		5,000.00
	TOTAL					42,848.00

Purpose: for conferences use

Checked by:		Funds Available:	
 DOREEN B. ALBA		 MYRNA S. PANCITO	
TWG - Office Supplies		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	EDUARDO O. MANGAOANG	EDUARDO O. MANGAOANG	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU