





Republic of the Philippines VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No.: PPMP-2025-092624-0619

PR No.: STF-2024-10-02635

Date: 10-23-2024

Dept./Office: CN

Category: Awards & Tokens

Section/End-User: Guada Fe D. Amihan

Funding Source: Special Trust Fund

Project Title/Code: CoN Procurement 2025 Conduct of

Pinning Ceremony AY 2024-2025

 Item #
 Item Description
 Unit
 Qty
 Unit Cost
 PAR/ICS
 Total Cost

 1
 Plaque Acrylic
 pc
 10
 750.00
 7,500.00

Specification:

Seminar-Workshop on Metrology and Calibration

Plaque Acrylic 8" (2 Resource Person)

Note: sample plaque



2		Guests during Pinning ing Ceremony	pc	3	2,50	00.00		7,500.00
	TOTAL							15,000.00
Purpose: CoN Procurement 2025 Conduct of Pinning Ceremony AY 2024-2025								
Checked by: MARIANE V. DELA PEÑA						Funds Available: ALICIA M. FLORES		
TWG - Awards & Tokens						HEAD, BUDGET OFFICE		
Signa Printe	ature: ed Name:	Prepared by: GUADA FE D: AMIHAN		oted by: CHRIST	IAN VIER. BA	ALDONADO	Approved by PROSE IV	G. YEPES
Desig	esignation: UNIT HEAD,				EAD, PROJEC	PRÖJECT LEADER PRESIDENT, VSU		