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PR-2024-1023-231804



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0629**PR No.: **STF-2024-10-03055**Date: **10-23-2024**Dept./Office: **CN**Category: **Awards & Tokens**Section/End-User: **Guada Fe D. Amihan**Project Title/Code: **CoN Procurement 2025 Conduct of
Capping Ceremony AY 2024-2025**Funding Source: **Special Trust Fund**

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



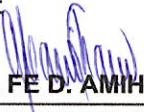


Plaque Acrylic 8" (2 Resource Person)

Note: sample plaque



2	Token for Guests during Pinning and Capping Ceremony	pc	3	2,500.00		7,500.00
	TOTAL					15,000.00

Purpose: Token for Guests during Pinning and Capping Ceremony

Checked by:		Funds Available:	
 MARIANE U. DELA PEÑA		 ALICIA M. FLORES	
TWG - Awards & Tokens		HEAD, BUDGET OFFICE	
Signature:	Prepared by:	Noted by:	Approved by:
	 GUADA FE D. AMIHAN	 CHRISTIAN V. P. BALDONADO	 PROSE IVY G. YEPES
	Designation:	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU