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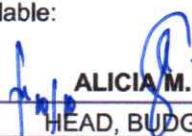





Republic of the Philippines
VISAYAS STATE UNIVERSITY
 Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0484**Dept./Office: **CAFS**PR No.: **GF-2024-10-02122**Date: **10-04-2024**Section/End-User: **Remenita J. Solis**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **CAFS 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pcs	10	200.00		2,000.00
2	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	40	220.00		8,800.00
3	Alcohol, Isopropyl, 70% solution, 500mL	btls	10	140.00		1,400.00
4	Bathroom Deodorizer, with holder, at least 100g, any scent	pcs	50	80.00		4,000.00
5	Battery, Alkaline, Size: AA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	160.00		800.00
6	Battery, Alkaline, Size: AAA, Nominal Voltage: 1.5 volts, 2 pcs/pack	pack	5	240.00		1,200.00
7	Broom, Soft (Tambo), Large, Heavy Duty	pcs	10	250.00		2,500.00
8	Car Freshener, Gel, at least 70g, Lemon/Orange scent	cans	5	300.00		1,500.00
9	Cartolina, US, Gold, at least 160gsm	pcs	10	14.00		140.00
10	Cartolina, US, Green, at least 160gsm	pcs	10	20.00		200.00
11	ID holder	pcs	48	45.00		2,160.00
Specification: necklace type, green color printed with "VISAYAS STATE UNIVERSITY" in yellow color, 1" wide and 16" long						
12	Paper, Bond, A4, S-20, 70 gsm	reams	30	253.00		7,590.00
Specification: bright white, high premium quality						
13	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00

Specification:						
bright white, high premium quality						
14	Paper, Bond, Long, S-20, 70 gsm	reams	20	286.00		5,720.00
Specification:						
bright white, high premium quality						
15	Pen, Ball, blue	pieces	30	10.00		300.00
16	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	10	150.00		1,500.00
TOTAL						45,590.00
Purpose: CAFS Office Supplies and materials						
Checked by:				Funds Available:		
 VIVIAN V. BALBARINO TWG - Office Supplies				 ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:			Approved by:	
Printed Name:	 REMENITA J. SOLIS	 SUZETTE B. LINA			 PROSE IVY G. YEPES	
Designation:		UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	