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PR-2024-0506-194796



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2024-050324-0091**Dept./Office: **OVPREI**PR No.: **GF-2024-05-01089**Date: **05-06-2024**Section/End-User: **Rex D. Besavilla**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **RPO.A.III.C 2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Glass cleaner 500ml lemon w/spray	btls	10	200.00		2,000.00

**Specification:**

Zim Glass Cleaner 500ml

Lemon Scented

Anti-dust

Anti-mist

Streak-free

2	Wet and dry vacuum cleaner, 10L	pc	1	5,000.00		5,000.00
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**Specification:**

- Power input: 1000W
- Airflow: 35l/s
- Capacity: 10 Liters or 3 Gallons
- Cord Length: 3m
- 4 in 1 application: wet, dry, indoor & outdoor
- Strong handle for easy carrying
- Large switch button with waterproof design for safe & easy operation
- Comes with complete accessories

	<b>TOTAL</b>					<b>7,000.00</b>
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Purpose: office supply and equipment

Checked by:  <b>SHALOM GRACE C. SUGANO</b> TWG - Office Supplies	Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE
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Signature: Printed Name: <b>REX D. BESAVILLA</b> Designation:	Prepared by:  <b>REX D. BESAVILLA</b>	Noted by:  <b>IVY C. EMNACE</b> UNIT HEAD, PROJECT LEADER	Approved by:  <b>PROSEMY G. YEPES</b> PRESIDENT, VSU 6/8/24
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