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PR-2023-0914-145612



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

PURCHASE REQUEST

PPMP No. : **45-5-881-2024-8-0-2**Dept./Office: **DBt**PR No.: **GF-2023-09-02410**Date: **09-14-2023**Section/End-User: **Donna Christene Q. Ramos**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **VSU-IP-2023-12**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Kitchen paper towel	pack	5	100.00	MARCIANA B. GALAMBAO	500.00
2	Paper, Bond, A4, S-24, 80 gsm	reams	2	289.00	MARCIANA B. GALAMBAO	578.00
Specification: bright white, high premium quality						
3	Paper, Bond, Long, S-24, 80 gsm	reams	2	328.00	MARCIANA B. GALAMBAO	656.00
Specification: bright white, high premium quality						
TOTAL						1,734.00
Purpose: for manuscript writing and lab experiment						
Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	DONNA CHRISTENE Q. RAMOS		MARCIANA B. GALAMBAO		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	