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PR-2024-1009-229375



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-093024-0724**Dept./Office: **DSO**PR No.: **STF-2024-10-02704**Date: **10-09-2024**Section/End-User: **Junard C. Gucela**Category: **Awards & Tokens**Funding Source: **Special Trust Fund**Project Title/Code: **GUIDANCE AND TESTING FEE-2025**

| Item # | Item Description               | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|--------------------------------|------|-----|-----------|---------|------------|
| 1      | Token (Assorted Food Products) | set  | 2   | 1,500.00  |         | 3,000.00   |
| TOTAL  |                                |      |     |           |         | 3,000.00   |

Purpose: Token for the speakers

|                       |                  |                           |                    |
|-----------------------|------------------|---------------------------|--------------------|
| Checked by:           |                  | Funds Available:          |                    |
| MARIANE U. DELA PEÑA  |                  | ALICIA M. FLORES          |                    |
| TWG - Awards & Tokens |                  | HEAD, BUDGET OFFICE       |                    |
| Signature:            | Prepared by:     | Noted by:                 | Approved by:       |
| Printed Name:         | JUNARD C. GUCELA | CHONA A. BRIT             | PROSE IVY G. YEPES |
| Designation:          |                  | UNIT HEAD, PROJECT LEADER | PRESIDENT, VSU     |