

SCAN HERE



PR-2024-0124-172498



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

## PURCHASE REQUEST

PPMP No. : 157-3-2067-2024-0-0-0

Dept./Office: ODCCE

PR No.: IGP-2024-01-00259

Date: 01-24-2024

Section/End-User: Mark Vincent G. Bonje

Category: Office Supplies

Funding Source: Income Generating Project

Project Title/Code: IGP CCE 2024

| Item # | Item Description                                      | Unit  | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|-------------------------------------------------------|-------|-----|-----------|---------|------------|
| 1      | Anti-Slip Checkered Plate Rubber Matting with Backing | sq.m. | 10  | 250.00    |         | 2,500.00   |
| 2      | Soft Broom (Tambo) 200g minimum, heavy duty           | pcs   | 5   | 220.00    |         | 1,100.00   |
| TOTAL  |                                                       |       |     |           |         | 3,600.00   |

Purpose: Office use

|                                                                           |                                                   |                                                                        |                                                 |
|---------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------|
| Checked by:<br><br><b>SHALOM GRACE C. SUGANO</b><br>TWG - Office Supplies |                                                   | Funds Available:<br><br><b>ALICIA M. FLORES</b><br>HEAD, BUDGET OFFICE |                                                 |
| Signature:                                                                | Requested by:<br><br><b>MARK VINCENT G. BONJE</b> | Noted by:<br><br><b>CHRISTY M. DESADES</b>                             | Approved by:<br><br><b>DANIEL LESLIE S. TAN</b> |
| Printed Name:                                                             | END USER                                          | UNIT HEAD, PROJECT LEADER                                              | OIC-PRESIDENT, VSU                              |
| Designation:                                                              |                                                   |                                                                        |                                                 |