



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

PURCHASE REQUEST

PPMP No. : 46-1-1488-2023-7-0-1

Dept./Office: **RCCRDC**

PR No.: **STF-2023-08-01885**

Date: **08-18-2023**

Section/End-User: **Merlin R. Lebante**

Category: **Office Supplies**

Funding Source: **Special Trust Fund**

Project Title/Code: **STF-UP 91 - RCCRC Forestry**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Acetate, transparent, guage #8, approx. 50m/roll	rolls	1	2,940.00		2,940.00
2	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pcs	4	200.00		800.00
3	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	3	220.00		660.00
4	Binder Clip, 1.5", black	pcs	50	7.50		375.00
5	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	gallon	4	220.00		880.00
6	Chlorine Granules, 1kg/pack	packs	3	200.00		600.00
7	Cleaner, Glass, 500mL, spray type, any scent	btls	3	200.00		600.00
8	Folder, File, Long, 14pts, White	piece	30	10.00		300.00
9	Folder, Pressboard, US, Green, Long	pcs	50	30.00		1,500.00
10	Multi-Purpose Cleaner, Liquid, 1000mL, any scent	btls	3	205.00		615.00
11	Pail, Plastic, 5 gallons cap. Measurement at least L35.3xW32.3xH33cm	pieces	20	290.00		5,800.00
12	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	5	105.00		525.00
13	Soap, Dishwashing Liquid Refill, 375ml	packs	4	200.00		800.00

Specification:

Antibacterial Concentrate Dishwashing Liquid .

14	Toilet Bowl Cleaner, at least 1 gallon	gal	4	395.00		1,580.00
15	Vellum Board, Pale Cream, A4, 220 GSM, 10 sheets per pack	pack of 10's	10	60.00		600.00

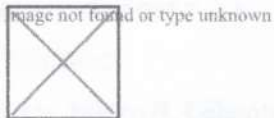
Specification:

- Product: Vellum Board
- Size: 8.25 x 11.75 inches (A4)

- Color: Pale Cream
- Quantity: 10 sheets per pack
- 220 GSM

16	Vellum Board, White, Size: 8.5" x 11" (Letter), 180gsm, 10pcs/pack	packs	10	50.00		500.00
17	Water Dipper (Tabo)	pc	20	45.00		900.00

Specification:



	TOTAL					19,975.00
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Purpose: for vehicle and office use

Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: MERLIN R. LEBANTE Designation: END USER	Requested by: DENNIS P. PEQUE UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU	e STF-VR 91