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PR-2025-0414-266856



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-041025-1093**Dept./Office: **DHM**PR No.: **GF-2025-04-00502**Date: **04-14-2025**Section/End-User: **Noessa C. David**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **DHM-PPMP-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	1	125.00	SYRENE P. NAYRE	125.00
<b>Specification:</b> ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
2	Sticky Note, 3 x 3, Yellow	pads	1	84.00	SYRENE P. NAYRE	84.00
<b>TOTAL</b>						<b>209.00</b>

Purpose: For office use

Checked by:

  
VIVIAN V. BALBARINO

Funds Available:

  
ALICIA M. FLORES 201-25  
 HEAD, BUDGET OFFICE

TWG - Office Supplies 8x 4/22/24

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	NOESSA C. DAVID	SYRENE P. NAYRE	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU