



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-062025-1253**Dept./Office: **DOPAC**Section/End-User: **Jane M. Abapo**Funding Source: **Special Trust Fund - MOOE**PR No.: **STF-2025-07-00899**Date: **07-24-2025**Category: **Printing Services**Project Title/Code: **DOPAC-2024 Income**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Magnetic Clutch (for photocopier)	pc	1	6,288.80		6,288.80
Specification: Magnetic Clutch for photocopier (Gestetner)						
TOTAL						6,288.80
Purpose: For Laboratory Use						
Checked by: MARIANE U. DELA PEÑA TWG - Printing Services				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by: JANE M. ABAPO	Noted by: MARK RYAN R. TRIPOLE UNIT HEAD, PROJECT LEADER		Approved by: PROSE IVY G. YEPES PRESIDENT, VSU		