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PR-2022-0705-43482



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

## PURCHASE REQUEST

Dept./Office: **VIHS**PR No.: **STF-2022-07-00881**Date: **07-05-2022**Section/End-User: **Guada Fe D. Amihan**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **JHS Promotional Exercises 2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Certificate Holder (A4)	pcs	100	64.00		6,400.00
2	Ribbon, Satin Cloth, Yellow/Gold, 2"	rolls	10	300.00		3,000.00
<b>TOTAL</b>						<b>9,400.00</b>

Purpose: For JHS Promotional Exercises 2022

Checked by:

**DOREEN B. ALBA**

TWG - Office Supplies

Funds Available:

**ALICIA M. FLORES**

HEAD, BUDGET OFFICE

Signature:

Printed Name:

**GUADA FE D. AMIHAN**

Designation:

END USER

Noted by:

**SHALOM GRACE C. SUGANO**

UNIT HEAD, PROJECT LEADER

Approved by:

**EDGARDO E. TULIN**

PRESIDENT, VSU