



PPMP #: 23-5-1233-2021-8-0-5



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

PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00621/1392**Date: **10-16-2020**Section/End-User: **Jerrel Ann L. Lagitao** / **MA. ISABELA A. ABCEDE** Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **NCRC.OC.211.06**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Ethyl, 70% solution, 500mL	btls	2	125.00		250.00
2	Broom, Soft (Tambo), Large, Heavy Duty	pcs	1	250.00		250.00
3	Duster, Microfiber (Cotton)	pcs	3	102.00		306.00
4	Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	btls	4	120.00		480.00
5	Soap, Detergent, Liquid, 1 gal, any scent	gal	2	350.00		700.00
6	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	3	105.00		315.00
7	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	1	204.00		204.00
TOTAL						2,505.00

Purpose: supply for 2021

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: MA. ISABELA A. ABCEDE JERREL ANN L. LAGITAO END USER	Noted by: MA. JULIET C. CENIZA UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU