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PR-2025-0410-266247



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

## PURCHASE REQUEST

PPMP No.: PPMP-2025-031025-1018

PR No.: GF-2025-04-00493

Date: 04-10-2025

Dept./Office: EO

Category: **Software  
Subscriptions**Section/End-User: **Marianne Joyce D. Gallego**Funding Source: **General Fund - MOOE**Project Title/Code: **Odex Admin (A.III.d)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	CANVA Subscription	lot	1	3,600.00		3,600.00
2	CAPCUT Pro Subscription	lot	2	1,500.00		3,000.00
3	Telephone Expenses - Mobile (load cards)	lot	1	2,100.00		2,100.00
TOTAL						8,700.00

Purpose: for editing videos

Checked by:

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

TWG - Software Subscriptions

Signature:

Prepared by:

Noted by:

Approved by:

Printed Name:

MARIANNE JOYCE D. GALLEGO

CATHERINE C. ARRADAZA

PROSE IVY G. YEPES

Designation:

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU