



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

PURCHASE REQUEST

PPMP No.: **PPMP-2025-092624-0646**

Dept./Office: **CAS**

Section/End-User: **Clarisa I. Visca**

Funding Source: **Special Trust Fund**

PR No.: **STF-2024-10-02909**

Date: **10-10-2024**

Category: **Food & Food
Ingredients**

Project Title/Code: **PPMP 2025-Faculty of Humanities
and Social Sciences**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Packed Meals for Lunch (200.00)	packs	350	200.00		70,000.00
Specification: Specification: Includes the following: <ul style="list-style-type: none">• at least 2 main dish• at least 1 cup of rice• at least 1 drinks• at least fruit or dessert						
2	Snacks AM	set	350	80.00		28,000.00
Specification: <ul style="list-style-type: none">• one serving of snacks• one serving of softdrinks						
3	Snacks PM	packs	350	80.00		28,000.00
Specification: <ul style="list-style-type: none">• one serving of snacks• one serving of drinks						
TOTAL						126,000.00
Purpose: For trainings/seminars						
Checked by: ALEXANDER L. GABRAL CHELYN G. ESTILLORE				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
TWG - Food & Food Ingredients						
Signature:	Prepared by: CLARISA I. VISCA	Noted by: GLENN G. PAJARES	Approved by: PROSE IVY G. YEPES			
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU			
Designation:						