

BUDGET

SCAN HERE



PR-2024-0314-185821



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

PURCHASE REQUEST

PPMP No. : 56-5-1599-2024-7-0-0

Dept./Office: DTE

PR No.: GF-2024-03-00896

Date: 03-14-2024

Section/End-User: Maria Precilla B. Gorre

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: DTE-2024

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	100	289.00		28,900.00
Specification: bright white, high premium quality						
2	Paper, Bond, Long, S-24, 80 gsm	reams	5	328.00		1,640.00
Specification: bright white, high premium quality						
TOTAL						30,540.00
Purpose: Urgent use of office supplies						
Checked by: SHALOM GRACE C. SUGANO TWG - Office Supplies				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:		Noted by:		Approved by:	
Printed Name:	MARIA PRECILLA B. GORRE		JOEL Q. MABALHIN		PROSELY G. YEPES DANIEL LESLIE S. TAN	
Designation:			UNIT HEAD, PROJECT LEADER		V. PRESIDENT, VSU	