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PR-2025-0206-252277



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-093024-0734**PR No.: **GF-2025-02-00162**Date: **02-06-2025**Dept./Office: **DOH**Category: **Office Supplies**Section/End-User: **Aljay D. Valida**Project Title/Code: **Procurement 2025 - DOH**Funding Source: **General Fund - MOOE****ADVANCED EDUCATION**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00
Specification: bright white, high premium quality						
2	Paper, Bond, Long, S-24, 80 gsm	reams	10	328.00		3,280.00
Specification: bright white, high premium quality						
TOTAL						9,060.00
Purpose: 2025-DOH-03 Establish greater and wider internationalization, performance and global reputation.						
Checked by: VIVIAN V. BALBARINO TWG - Office Supplies				Funds Available: ALICIA M. FLORES <i>may 25</i> HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	ALJAY D. VALIDA	ALJAY D. VALIDA		PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		