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PR-2022-1013-69812



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

PURCHASE REQUEST

Dept./Office: **OVPREI**PR No.: **STF-2022-10-02061**Date: **10-13-2022**Section/End-User: **Marilou L. Sta. Iglesia**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **STF-UP 76-RDE Convention Center**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	4	220.00		880.00
2	Bleach, Liquid, 99.9% Antibacterial, Disinfectant, at least 3785 mL	gallon	10	450.00		4,500.00
3	Detergent Soap, Powder, 500g	packs	50	60.00	MARILOU L. STA. IGLESIA	3,000.00
Specification: Detergent Soap Powder with Antibacterial, 500g						
4	Disinfectant Spray, 340g	can	1	465.00		465.00
5	Soap, Detergent, Liquid, 1 gal, any scent	gal	5	350.00		1,750.00
6	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	10	105.00		1,050.00
7	Soap, Hand, 60g per pack	Sachet	30	25.00	MARILOU L. STA. IGLESIA	750.00
8	Soap, hand, liquid, 250 ml	btls	10	135.00	MARILOU L. STA. IGLESIA	1,350.00
Specification: • pump type						
9	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	10	204.00		2,040.00
TOTAL						15,785.00

Purpose: **Supplies**

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

MARILOU L. STA. IGLESIA

END USER

Noted by:

MARIA JULIET C. CENIZA

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU

10/13/22

10/13/22