



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

## PURCHASE REQUEST

PPMP No. : 246-1-1551-2023-9-0-7

PR No.: STF-2023-10-02552

Date: 10-10-2023

Dept./Office: DSO

Category: Food & Food  
Ingredients

Section/End-User: Junard C. Gucela

Project Title/Code: DSO-Mental Health (STUDENT  
DEVELOPMENT FUND) 2023

Funding Source: Special Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Packed Meals for Lunch (200.00)</b> November 15 & 22, 2023 Specification: • BEEF TERIYAKI • STEAMED FISH • MIXED VEGGIE SALAD • FRUITS • SOFTDRINKS or MINERAL BOTTLED WATER <small>Note: Please, the Contribution of lunch for every date is half of the number of packs in the quantity</small>	packs	20	200.00		4,000.00
2	<b>Snacks AM November 15 &amp; 22, 2023</b> Specification: • Meat Bread • Softdrinks <small>Note: Please, the Contribution of snacks for every date is half of the number of set in the quantity</small>	set	16	80.00		1,280.00
3	<b>Snacks PM November 15 &amp; 22, 2023</b> Specification: • Empanada • Softdrinks <small>Note: Please, the Contribution of snacks for every date is half of the number of set in the quantity</small>	packs	16	80.00		1,280.00
<b>TOTAL</b>						<b>6,560.00</b>
Purpose: Collaboration with the Department of Philosophical Sciences will Conduct series of talk on Mental Health						
Checked by:  <b>CHELYN G. ESTILLORE</b> TWG - Food & Food Ingredients				Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:		Approved by:		
Printed Name:	<b>JUNARD C. GUCELA</b>	<b>CHONA A. BRIT</b>		<b>EDGARDO E. TULIN</b>		
Designation:	END USER	UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		