



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-092624-0498**

PR No.: **IGP-2024-09-01743**

Date: **09-26-2024**

Dept./Office: **OVPREI**

Category: **Food & Food
Ingredients**

Section/End-User: **Rex D. Besavilla**

Funding Source: **Income Generating Project**

Project Title/Code: **IGPR.12 (20401010-002)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Assorted coffee, milk and chocate powder, sugar etc for In House Review committee and evaluators	pcs	1	3,000.00	IVY C. EMNACE	3,000.00
Specification: 3 in1 coffee - 100 pcs coffee stick - 2 packs coffee mate - 50 pcs chocolate powder - 50 pcs sugar -50 pcs coffee steerer/plastic - 1 pack bottled water - 50 bottles in 350 ml.						
2	Lunch (Buffet Style) Menu#3	person	200	250.00	IVY C. EMNACE	50,000.00
Specification: <ul style="list-style-type: none"> • Rice • Chicken Adobo • Chopsuey • Steamed Fish • Pasta • Melon juice With free venue for dining (tables and chairs)						
3	Snacks AM	set	200	80.00	IVY C. EMNACE	16,000.00

Specification:

- Meat Bread
- Softdrinks

4	Snacks PM	packs	200	80.00	IVY C. EMNACE	16,000.00
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Specification:

- Empanada or Cupcakes (Chocolate or carrot)
- Lemon Juice with carrots

TOTAL**85,000.00**

Purpose: For VICARP Level II-RDE Review on October 16-18, 2024

Checked by:

ALEXANDER L. CABRAL

TWG - Food & Food Ingredients

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

REX D. BESAVILLA

Noted by:

IVY C. EMNACE

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU