



PR-2024-1009-229354



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092724-0690**

PR No.: **STF-2024-10-02687**

Date: **10-09-2024**

Dept./Office: **CN**

Category: **Office Supplies**

Section/End-User: **Guada Fe D. Amihan**

Project Title/Code: **CoN Procurement 2025 Maintenance of Skills Laboratory Equipment**

Funding Source: **Special Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/CS	Total Cost
1	Air Freshener, Spray, at least 280ml, Lemon/Orange Scent	tubes	4	220.00		880.00
2	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	5	600.00		3,000.00
3	Dishwashing Liquid Soap, Refill 350ml	pack	5	150.00		750.00

Specification:

Concentrated Dishwashing Liquid Antibac with Power of Safeguard, 350ml

4	Disinfectant Cleaner, multi-surface, scented	gal	5	420.00		2,100.00
5	Heavy Duty Hand Brush for Toilet	pc	5	70.00		350.00
6	Liquid Hand Soap, 500 ml.	btls	5	120.00		600.00

Specification:

Liquid Hand Soap, 500 ml, assorted variants - apple, aloe vera, strawberry, melon, lavender

7	Microfiber cloth, 1 dozen/pack	dozen	5	100.00		500.00
8	Rotating Mop with Squeezer	pc	1	250.00		250.00
9	Soap, Detergent, Powder, 1 kilo/pack, any scent	Kl	5	150.00		750.00
TOTAL						9,180.00

Purpose: **CoN Procurement 2025 Maintenance of Skills Laboratory Equipment**

Checked by:

VIVIAN V. BALBARINO

Funds Available:

ALICIA M. FLORES

TWG - Office Supplies

HEAD, BUDGET OFFICE

Signature:

Prepared by:

Noted by:

Approved by:

Printed Name:

GUADA FE D. AMIHAN

CHRISTIAN VIE P. BALDONADO

PROSE M. G. YEPES

Designation:

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU