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PR-2025-0529-274735



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-052625-1202**

Dept./Office: **URSO**

PR No.: **IGP-2025-05-00684**

Date: **05-29-2025**

Section/End-User: **Marily V. Seville**

Category: **Office Supplies**

Funding Source: **Income Generating Project - MOOE**

Project Title/Code: **URS-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	150	289.00		43,350.00
Specification: bright white, high premium quality						
TOTAL						43,350.00

Purpose: Equipment & supplies needed for the upcoming review program in August

Checked by: VIVIAN V. BALBARINO			Funds Available: ALICIA M. FLORES		
TWG - Office Supplies			HEAD, BUDGET OFFICE		
Signature:	Prepared by: MARILY V. SEVILLE	Noted by: JADE DHAPNEE Z. COMPENDIO	Approved by: PROSE IVY G. YEPES		
Printed Name:	MARILY V. SEVILLE	JADE DHAPNEE Z. COMPENDIO	PROSE IVY G. YEPES		
Designation:	CLERK I dDRC	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		