



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-080825-1359**

Dept./Office: **JMS**

Section/End-User: **Jecimae L. Mation**

Funding Source: **Special Trust Fund - MOOE**

PR No.: **STF-2025-08-00977**

Category: **Office Supplies**

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

Date: **08-11-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Broom, Soft (Tambo), Large, Heavy Duty	pcs	40	250.00	RYSAN C. GUINOCOR	10,000.00
TOTAL						10,000.00

Purpose: for office supplies

Checked by:

VIVIAN V. BALBARINO

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

JECIMAE L. MATIOM

APRC

Noted by:

RYSAN C. GUINOCOR

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU