



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0013**

Dept./Office: **NARC**

Section/End-User: **Luz O. Moreno**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2024-10-02879**

Date: **10-10-2024**

Category: **Office Supplies**

Project Title/Code: **RJNA 87.018 S1**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Masking Tape, 1"	rolls	20	60.00		1,200.
2	Paper, Bond, A4, S-24, 80 gsm	reams	5	289.00		1,445.
Specification: bright white, high premium quality						
3	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	5	250.00		1,250.0
4	Plastic bag (sando bag) 100pcs/pack large	pack	5	110.00		550.0
5	Plastic bag (sando bag), jumbo size, 100 pcs/back	pack	5	200.00		1,000.0
6	Tape, Masking, 2" x 25 yards	rolls	20	95.00		1,900.00
TOTAL						7,345.00

Purpose: For Research

Checked by:


VIVIAN V. BALBARINO

TWG - Office Supplies *10/11/24*

Funds Available:


ALICIA M. FLORES *903-23*

HEAD, BUDGET OFFICE

Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	LUZ O. MORENO	LUZ O. MORENO	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU