



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

## PURCHASE REQUEST

Dept./Office: **ODE**

PR No.: **GF-2022-09-01870**

Date: **09-16-2022**

Section/End-User: **Shirley T. Nayre**

Category: **Food & Food  
Ingredients**

Funding Source: **General Fund - MOOE**

Project Title/Code: **ODEx Admin (GF)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Mineral Bottled Water</b>	pcs	20	15.00		300.00
<b>Specification:</b> Mineral Bottled Water, at least 350mL						
2	<b>Packed Meals for Lunch (150.00)</b>	packs	10	150.00		1,500.00
<b>Specification:</b> Includes the following: <ul style="list-style-type: none"> <li>• at least 2 main dish</li> <li>• at least 1 cup rice</li> <li>• at least 1 drinks</li> <li>• at least 1 fruit or dessert</li> </ul>						
3	<b>Snacks AM (50.00)</b>	set	10	50.00		500.00
<b>Specification:</b> <div style="display: flex; justify-content: space-between;"> <div> <ul style="list-style-type: none"> <li>• with drinks</li> <li>• Should be packed individually</li> </ul> </div> <div> <u>AM Snacks</u>            - Ban-i w/ sliced bread            - Minute Maid, Apple         </div> <div> <u>PM Snacks</u>            - Puto cheese            - Asstd. tetra pack juice         </div> </div>						
4	<b>Snacks PM (50.00)</b>	packs	10	50.00		500.00
<b>TOTAL</b>						<b>2,800.00</b>

Purpose: 2022 FFD Field Evaluation

Checked by:  <b>VENICE B. IBAÑEZ</b> TWG - Food & Food Ingredients		Funds Available:  <b>ALICIA M. FLORES</b> ODEX HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	<b>SHIRLEY T. NAYRE</b>	<b>ANTONIO P. ABAMO</b>	<b>EDGARDO E. TULIN</b>
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU