

PURCHASE REQUEST

Dept./Office: **DAS**

PR No.: GF-2022-09-01865

Date: 09-15-2022

Section/End-User: **Policarpo C. Gumba Jr.**

Category: Office Supplies

Funding Source: General Fund - MOOE

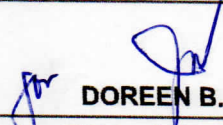
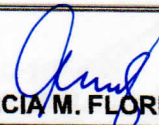
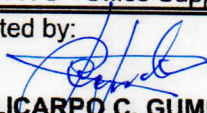
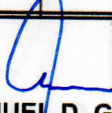
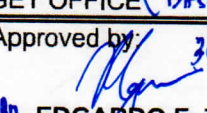
Project Title/Code: **Higher Education - General Fund**
(GF A.III.b.1)

[illegible]

bright white, high premium quality

17	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	1	250.00		250.00
18	Paper, Specialty 200gsm 8-1/2x11, 10s, Cream	packs	1	38.00		38.00
19	Pen, Permanent Marker, black, broad tip	pieces	2	60.00		120.00
20	Pen, Permanent Marker, blue, broad tip	pieces	2	60.00		120.00
21	Pen, Permanent Marker, blue, fine tip	pieces	3	60.00		180.00
22	Pen, Ball, blue	pieces	20	10.00		200.00
23	Pen, Highlighter, yellow	pieces	5	45.00		225.00
24	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	1	105.00		105.00
25	Tape, Double Sided, 1" x 10m	rolls	3	35.00		105.00
26	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	2	204.00		408.00
TOTAL						18,519.00

Purpose: For Administrative/Faculty Uses.

Checked by:  DOREEN B. ALBA TWG - Office Supplies		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  POLICARPO C. GUMBA JR. END USER	Noted by:  MANUEL D. GACUTAN JR. UNIT HEAD, PROJECT LEADER	Approved by:  EDGARDO E. TULIN PRESIDENT, VSU