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PR-2025-0711-284613



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

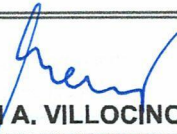
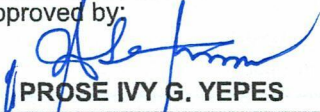
PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0647**Dept./Office: **IHK**PR No.: **STF-2025-07-00830**Date: **07-11-2025**Section/End-User: **Allen Brian Y. Conde**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **Athletic Fee 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A4, S-24, 80 gsm	reams	10	289.00		2,890.00
Specification: bright white, high premium quality						
2	A4 Photo Paper	packs	20	150.00		3,000.00
Specification: ?No Backprint, No Back Print Photopaper Photopapers ?Size: A4 (8.25in x 11.75in) ?Content: 20 Sheets / pack ?Thickness: 230gsm ?Kind: Gloss						
3	Cup, 22", with customized metal plate	pc	5	2,500.00		12,500.00
4	Cup, 20", with customized metal plate	pc	5	2,300.00		11,500.00
5	Cups, 18", with customized metal plate	pc	55	2,000.00		110,000.00
6	Cups, 16", with customized metal plate	pc	55	1,800.00		99,000.00
7	Cups, 14" with customized metal plate	pc	55	1,700.00		93,500.00
8	Cup 24", with customized metal Plate	pc	5	3,000.00		15,000.00
9	Cup 26", with customized metal Plate	pc	2	3,000.00		6,000.00
TOTAL						353,390.00

Purpose: **Salingkusog 2025**

Checked by: VIVIAN V. BALBARINO TWG - Office Supplies	Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE
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Signature:	Prepared by: 	Noted by: 	Approved by: 
Printed Name:	ALLEN BRIAN Y. CONDE	ALELI A. VILLOCINO	PROSE IVY G. YEPES
Designation:	DDRC, SDO	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU