



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

PURCHASE REQUEST

Dept./Office: **OP**PR #: **GF-2020-10-00131/1050**Date: **10-15-2020**Section/End-User: **Josefina M. Larrosa**Category: **Fuel & Lubricants**Funding Source: **General Fund - MOOE**Project Title/Code: **OP-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Engine Oil, (Diesel)	liter	10	500.00		5,000.00

Specification:

Synthetic oil, 15w-40, Premium Grade

	TOTAL					5,000.00
--	--------------	--	--	--	--	-----------------

Purpose: Office use

Checked by:	Funds Available:
 MARLON G. BURLAS	 MYRNA S. PANCITO
TWG - Fuel & Lubricants	HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	 JOSEFINA M. LARROSA	 ALLEN GLENNIE P. LAMBERT	 EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU