



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

PURCHASE REQUEST

PPMP No. : 58-1-1083-2023-11-0-16

PR No.: STF-2023-12-02935

Date: 12-07-2023

Dept./Office: OP

Category: Food & Food
 Ingredients

Section/End-User: Les Andre B. Pamaos

Funding Source: Special Trust Fund

Project Title/Code: OP-2023-christmas party

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	VSU Christmas Party (Presidential's table)	person	50	300.00		15,000.00

Specification:

Menu:

Rice

Embutido

Seafood curry

Bam-e

Garden salad

Spicy pork ribs

Dessert

1 round softdrinks

with venue inside the campus, free tables and chairs

TOTAL						15,000.00
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Purpose: VSU Christmas Party dinner

Checked by:

Funds Available:

12/11/23
LYNETTE C. CIMA FRANCA

[Signature]
ALICIA M. FLORES

TWG - Food & Food Ingredients

HEAD, BUDGET OFFICE

Signature:

Requested by:

Noted by:

Approved by:

Printed Name:

LES ANDRE B. PAMAOS**ALLEN GLENNIE P. LAMBERT****DANIEL LESLIE S. TAN**

Designation:

END USER

UNIT HEAD, PROJECT LEADER

OIC-PRESIDENT, VSU