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PR-2022-0824-57625



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

PURCHASE REQUEST

PR No.: **GF-2022-08-01165**Date: **08-24-2022**Dept./Office: **OGS**Category: **Construction
and Electrical Supplies**Section/End-User: **Maricar B. Posas**Project Title/Code: **Office of the Dean of Graduate
School-2023**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bulb, LED, 15W	pieces	10	300.00	CLAUDETTE MELI HOFF E. GARDUCE	3,000.00
Specification: ?Wattage: 15 Watts ?Lumens: 1521 ?Color Temp. : Daylight ?Beam Angle: 200 degrees ?Voltage: 170-240 V AC 50/60Hz ?Bulb Holder: E27 ?Life Hours: 15,000 hrs. ?Material: PC cover & Aluminum PCB						
TOTAL						3,000.00

Purpose: Office Supplies

Checked by: PHLOEM D. GALUPO		Funds Available: ALICIA M. FLORES	
GSD TWG - Construction and Electrical Supplies		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	MARICAR B. POSAS	ANABELLA B. TULIN	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU

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PR-2022-0824-57639



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

PURCHASE REQUEST

PR No.: **GF-2022-08-01167**Date: **08-24-2022**Dept./Office: **OGS**Category: **IT Supplies and Equipment**Section/End-User: **Maricar B. Posas**Project Title/Code: **Office of the Dean of Graduate School-2023**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	5	350.00		1,750.00
2	Ink, EPSON 003,Genuine Cyan 65mL	btl	5	350.00		1,750.00
3	Ink, EPSON 003,Genuine Magenta 65mL	btl	5	350.00		1,750.00
4	Ink, EPSON 003,Genuine Yellow 65mL	btl	5	350.00		1,750.00
TOTAL						7,000.00

Purpose: office supplies

Checked by: DIONESIO I. ESTUPA		Funds Available: ALICIA M. FLORES	
PCS TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by: MARICAR B. POSAS	Noted by: ANABELLA B. TULIN	Approved by: EDGARDO E. TULIN
Printed Name:	MARICAR B. POSAS	ANABELLA B. TULIN	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU



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

PURCHASE REQUEST

Dept./Office: **OGS**

Section/End-User: **Maricar B. Posas**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2022-08-01168**

Date: **08-24-2022**

Category: **Office Supplies**

Project Title/Code: **Office of the Dean of Graduate School-2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	5	220.00		1,100.00
2	Alcohol, Isopropyl, 70% solution, 500mL	btls	5	140.00		700.00
3	Broom, Soft (Tambo), Large, Heavy Duty	pcs	3	250.00		750.00
4	Cleaner, Glass, 500mL, spray type, any scent	btls	2	200.00		400.00
5	Cleanser, Powder, 500g, any scent	btls	3	76.00		228.00
6	Disinfectant Cleaner, multi-surface, scented	gal	3	420.00		1,260.00
7	Disinfectant spray, 400gms, lavender moist	tubes	3	300.00		900.00
8	Dust pan, plastic, stand-up handle, large	pc	2	140.00		280.00
9	Envelope, Expanding, with garter tie, blue, long	pc	20	15.00		300.00
10	Envelope, Expanding, with garter tie, golden yellow, short	pc	20	11.00		220.00
11	Envelope, Expanding, with garter tie, red, short	pc	20	11.00		220.00
12	Envelope, Expanding, with garter tie, violet, long	pc	20	15.00		300.00
13	Fastener, Paper, plastic, 50 sets/box	boxes	3	38.00		114.00
14	Floor mop with bucket, microfiber spin rotating 360	pc	1	1,500.00		1,500.00
15	Folder, File, Long, 14pts, White	piece	100	10.00		1,000.00
16	Glue, Multi-Purpose, White, at least 130g (118mL)	btls	5	78.00		390.00
17	Muriatic Acid concentrated scented	gal	2	350.00		700.00
18	Paper, Bond, A4, S-20, 70 gsm	reams	50	253.00		12,650.00

Specification:

bright white, high premium quality

19	Pen, Sign, .5mm, Gel-type, Blue	piece	20	35.00	700.00
20	Pencil, Lead, #2, w/ eraser	pieces	10	10.00	100.00
21	Rags, large, good quality, size 24"x15", water absorbent	pcs	8	40.00	320.00
22	Soap, Detergent, Liquid, 1 gal, any scent	gal	1	350.00	350.00
23	Specialty, board, long 8-1/2 x 13, 220 gsm, white, vellum, 10pcs/pack	pack	10	85.00	850.00
24	Staple Wire, #35	boxes	5	30.00	150.00
25	Stick Broom (tingting) 6" from the top, approx 370 pcs	piece	3	40.00	120.00
26	Tape, Masking, 1" x 25 yards	rolls	5	48.00	240.00
27	Wall Clock	pc	1	800.00	800.00

Specification:

?Diameter: 215 mm
 ?Weight: 250 g
 ?Depth: 40 mm
 ?Display: Analog
 ?Battery Type: AA
 ?Case Material: Plastic
 ?Shatterproof

TOTAL					26,642.00
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Purpose: office supplies

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: ALICIA M. FLORES 8. Dec-2021 HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: MARICAR B. POSAS END USER	Noted by: ANABELLA B. TULIN UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN 8/21 PRESIDENT, VSU