



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

PURCHASE REQUEST

PPMP No. : 24-5-796-2023-0-0-14

PR No.: GF-2023-02-00275

Date: 02-28-2023

Dept./Office: PRCRTC

Category: Office Supplies

Duration: 2022-08-01
to


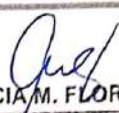
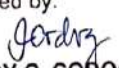

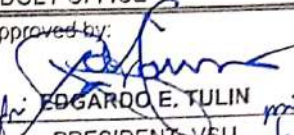
Section/End-User: Joy C. Codog

Project Title/Code: VSU-IP-2022-1

2024-08-01

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	absorbent cotton	packs	5	300.00		1,500.00
Specification: Absorbent Cotton, 400 g						
2	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	5	220.00		1,100.00
3	Alcohol, Ethyl, 70% solution, 500mL	btls	10	125.00		1,250.00
Specification: ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
4	Birdseye Cotton Lampin, Size: 24x27 in, (Set of 6pcs)	pack	4	150.00		600.00
5	Gas Lighter Igniter Refillable Butane Gas Lighters Multi-purpose for Kitchen	pcs	10	80.00		800.00
6	Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	btls	5	120.00		600.00
7	Multi-purpose Plastic Tray, Big/Large	pieces	10	120.00		1,200.00
8	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00
Specification: bright white, high premium quality						
9	Rolled Paper Towel, 2 plys good qlty (Jumbo Towel)	rolls	20	88.00		1,760.00
Specification: ?2 Ply ?at least 70 pulls or 140 Sheets						

?Sheet size: at least 275mm x 230mm ?No artificial whiteners & elemental chlorine					
10	TNT Prepaid Cell Card, 500Php	pcs	2	550.00	1,100.00
TOTAL					15,690.00
Purpose: Project use					
Checked by:  JED ASAPH D. CORTES TWG - Office Supplies			Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature: Printed Name: Designation:	Requested by:  JOY C. CODOG END USER	Noted by:  MAE ANN A. BRAVO UNIT HEAD, PROJECT LEADER	Approved by:  EDGARDO E. TULIN PRESIDENT, VSU		