



GF-2020-10-00288

PPMP #: 59-5-340-2021-7-0-0



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

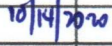
PURCHASE REQUEST

Dept./Office: **OVPAF**PR #: **GF-2020-10-00288 / 1311**Date: **10-14-2020**Section/End-User: **Maria Roberta S. Miraflor**Category: **Office Supplies**Funding Source: **General Fund - MOOE**Project Title/Code: **OVPAF-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	2	220.00		440.00
2	Alcohol, Isopropyl, 70% solution, 500mL	btls	2	140.00		280.00
3	Bathroom Deodorizer, with holder, at least 100g, any scent	pcs	5	60.00		300.00
4	Broom, Soft (Tambo), Large, Heavy Duty	pcs	5	250.00		1,250.00
5	Chlorine Granules, 1kg/pack	packs	2	85.00		170.00
6	Cleaner, Glass, 500mL, any scent	btls	2	198.00		396.00
7	Cleanser, Powder, 500g, any scent	btls	1	76.00		76.00
8	Cork Board, Wall Mount, w/ aluminum frame, 2' x 3'	pcs	1	880.00		880.00
9	Dust pan, plastic, stand-up handle, large	pc	2	140.00		280.00
10	Envelope, Document, Brown, 150 lbs, Long	pc	24	7.00		168.00
11	Envelope, Expanding, Plastic, Long	pc	5	30.00		150.00
12	Envelope, Expanding, with garter tie, blue, long	pc	12	15.00		180.00
13	Envelope, Expanding, with garter tie, blue, short	pc	5	11.00		55.00
14	Folder, File, Long, 14pts, White	piece	25	10.00		250.00
15	Folder, Pressboard, US, Blue, Long	pieces	25	30.00		750.00
16	Glue, Multi-Purpose, White, at least 130g (118mL)	btls	1	78.00		78.00
17	Hand Sanitizer, Gel, Antibacterial, push-type, 250mL	btls	2	120.00		240.00
18	Hand Towel, cloth, cotton	piece	6	15.00		90.00
19	Ink, Refill, for Whiteboard Marker, Black, 30mL	btls	1	165.00		165.00
20	Mop rug, heavy duty 100% cotton	pieces	5	50.00	ARTURO B. ALBA JR.	250.00
21	Muriatic Acid concentrated scented	gal	2	350.00		700.00
22	Pail, Plastic, 10 li cap.	pieces	2	200.00		400.00
23	Paper, Bond, Long, S-20, 70 gsm	reams	5	286.00		1,430.00

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
24	Pen, Ball, blue	pieces	12	10.00		120.00
25	Pen, Sign, .5mm, Gel-type, Blue	piece	3	35.00		105.00
26	Pencil, Lead, #2, w/ eraser	pieces	12	10.00		120.00
27	Rolled Paper Towel, 2 plys good qlty (Jumbo Towel)	rolls	3	88.00		264.00
28	Rubberband, #18, 350 gms/box	boxes	1	270.00		270.00
29	Scissors, 8" heavy duty, good quality	pieces	1	75.00		75.00
30	Soap, Detergent, Powder, 1 kilo/pack, any scent	kl	1	105.00		105.00
31	Soap, Toilet, regular size	pieces	3	35.00		105.00
32	Tape, Double Sided, 1" x 10m	rolls	2	35.00		70.00
33	Tape, Masking, 2" x 25 yards	rolls	2	95.00		190.00
34	Tissue, Bathroom, 2 Ply, 12rolls/pack	pack	6	204.00		1,224.00
TOTAL						11,626.00

Purpose: for office use

Checked by:  ALICIA M. FLORES		Funds Available:  MYRNA S. PANCITO	
TWG - Office Supplies		HEAD, BUDGET OFFICE 	
Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	MARIA ROBERTA S. MIRAFLOR	REMBERTO A. PATINDOL	EDGARDO E. TULIN
Designation:	END USER 	UNIT HEAD, PROJECT LEADER 	PRESIDENT, VSU