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PR-2024-1007-228474



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0077**Dept./Office: **OVPSAS**PR No.: **GF-2024-10-02166**Date: **10-07-2024**Section/End-User: **Sheila Marie C. Lemos**Category: **Transportation**Funding Source: **General Fund - MOOE**Project Title/Code: **OVPSAS-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Airfare tickets (MNL-TAC vv)	person	1	6,000.00	SHEILA MARIE C. LEMOS	6,000.00

2	Boat Ticket (Baybay-Cebu) & Plane Ticket Local (Cebu-Manila)	unit	1	7,000.00	SHEILA MARIE C. LEMOS	7,000.00
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Specification:

Boat and Plane ticket request for local trip

-Boat Ticket (Baybay-Cebu) Tourist

-Plane Ticket Local (Cebu-Manila) Economy Supersaver

-10kg check-in baggage

	TOTAL					13,000.00
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Purpose: For official travel.

Checked by:			Funds Available:		
TWG - Transportation			ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:	Approved by:		
Printed Name:	SHEILA MARIE C. LEMOS	ALELI A. VILLOCINO	PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		