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PR-2025-0708-283620



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-070325-1280**

PR No.: **STF-2025-07-00785**

Date: **07-08-2025**

Dept./Office: **PPO**

Category: **Professional Services**

Section/End-User: **Alfe Mae Ann E. Marinay**

Funding Source: **Special Trust Fund - MOOE**

Project Title/Code: **GLMU-2025**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|--|------|-----|-----------|---------|------------|
| 1 | DECORATION FOR 2025 GRADUATION CEREMONY | lot | 1 | 20,000.00 | | 20,000.00 |

Specification:

- FLOWERS AND PLANT RENTAL
- FOR JULY 23-25 USE AT VSU GYMNASIUM FOR GRADUATION CEREMONY

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|--------------|------------------|
| TOTAL | 20,000.00 |
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Purpose: Decoration for 2025 Graduation Ceremony

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| Checked by: ELIZABETH S. QUEVEDO TWG - Professional Services | Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE |
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|---|--|---|---|
| Signature: Printed Name: Designation: | Prepared by: ALFE MAE ANN E. MARINAY | Noted by: RODEN D. TROYO UNIT HEAD, PROJECT LEADER | Approved by: PROSENY G. YEPES PRESIDENT, VSU |
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