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PR-2023-0815-138020



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

PURCHASE REQUEST

PR No.: **GF-2023-08-01679**Date: **08-15-2023**Category: **Office Supplies**Duration: **2023-06-01**

to





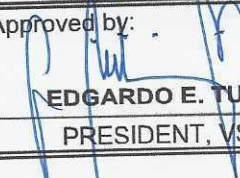
2023-07-31PPMP No. : **4-5-1011-2023-5-0-3**Dept./Office: **DBM**Section/End-User: **Bryan R. Gapasin**

Project Title/Code: **Assessing microenterprise competencies of resettled communities: a basis for community-based entrepreneurial development during covid19 and beyond**

Item #	Funding Source	Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	General Fund - MOOE	Binder Clip, 2-inch, 12 pcs/box	boxes	5	100.00		500.00
Specification: - Extra Large Binder Clips 2-Inch (12pcs/box), Big Paper Clamps for Office Supplies, Black							
2		Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	box of 50's	2	30.00		60.00
3		Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	boxes	2	14.00		28.00
4		Fastener, Paper, non-rust metal, 50 sets/box	boxes	2	50.00		100.00
5		Folder, Expanded, Long (Red Color)	piece	50	20.00		1,000.00
Specification: <ul style="list-style-type: none"> • Folder Pressboard File Folder Long Red Easily to Organize Paper Works • * Pressboard file folder is perfect for home, school, and office document filing and presentation needs. • * Made of thicker materials to protect documents • * Has smooth texture * Can fit long and legal paper size • * Color: Red * Easily to organize paper works • * Durable and Affordable • * Tough and heavyweight folder 							
6		Folder, File, Long, 14pts, White	piece	100	10.00		1,000.00
7		Paper, Bond, A4, S-24, 80 gsm	reams	15	289.00		4,335.00
Specification: bright white, high premium quality							
8		Paper, Bond, Long, S-24, 80 gsm	reams	4	328.00		1,312.00
Specification: bright white, high premium quality							
9		Staple Wire, #35	boxes	10	35.00		350.00

10	Stapler, HD No.35	pc	1	350.00	350.00
	TOTAL				9,035.00

Purpose: Extension Project

Checked by:	 SHALOM GRACE C. SUGANO TWG - Office Supplies	Funds Available:	 ALICIA M. FLORES HEAD, BUDGET OFFICE
Signature:	 BRYAN R. GAPASIN	Noted by:	 BRYAN R. GAPASIN
Printed Name:	BRYAN R. GAPASIN		
Designation:	END USER		
			Approved by:
			 EDGARDO E. TULIN PRESIDENT, VSU