



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

PURCHASE REQUEST

PPMP No.: 41-5-1493-2022-10-0-6

PR No.: GF-2022-12-02427

Date: 12-07-2022

Dept./Office: NSTP/CWTS

Category: Office Supplies

Section/End-User: Marlon V. Dampios

Project Title/Code: TRAINING ON COMMUNITY ENTRY

Funding Source: General Fund - MOOE & NEEDS ASSESSMENT

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|-----------|--|-------|-----|-----------|---------|------------|
| 1 | Certificate Holder (A4) | pcs | 24 | 65.00 | | 1,560.00 |
| | Paper, Specialty 200gsm 8-1/2x11, 10s, Cream | packs | 15 | 38.00 | | 570.00 |
| | TOTAL | | | | | 2,130.00 |

Purpose: SUPPLIES NEEDED IN CWTS TRAINING ON COMMUNITY ENTRY AND NEEDS ASSESSMENT ON JANUARY 7, 2023

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|---|-----------------------|---------------------|----------------|------------------|--|--|--|--|--|--|
| Checked by: | Ano | Funds Available: | al | | | | | | | |
| | DOREEN B. ALBA | | ALICIA | M. FLORES | | | | | | |
| | TWG - Office Supplies | HEAD, BUDGET OFFICE | | | | | | | | |
| | Requested by: | Noted by: | | Approved by: | | | | | | |
| Signature: | | | The | | | | | | | |
| Printed Name: | MARLON V. DAMPIOS | JOY | A. BELLEN | EDGARDO E. TUDIN | | | | | | |
| Designation: | END USER | UNIT HEAD, | PROJECT LEADER | PRESIDENT, VSU | | | | | | |