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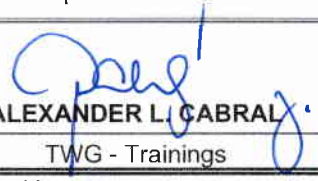

PR-2025-0204-251356



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-013025-0919**Dept./Office: **EO**PR No.: **STF-2025-02-00128**Date: **02-04-2025**Section/End-User: **Marianne Joyce D. Gallego**Category: **Trainings**Funding Source: **Special Trust Fund**Project Title/Code: **EXT07 Tokens for Speaker & Guest of FFD**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Token	bag	10	1,000.00		10,000.00
Specification: To provide to guest speakers Will include products from TechnoMart such as camote chips, vacuum jackfruit, and etc.						
TOTAL						10,000.00
Purpose: Tokens for FFD Speaker and Guests						
Checked by:  ALEXANDER L. CABRAL TWG - Trainings				Funds Available:  ALICIA M. FLORES <i>TF-ES</i> HEAD, BUDGET OFFICE <i>UNHMS</i>		
Signature:	Prepared by:		Noted by:		Approved by:	
Printed Name:	MARIANNE JOYCE D. GALLEGO		CATHERINE C. ARRADAZA		PROSE IVY G. YEPES	
Designation:			UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	

- ☒ Original PPMP
- ☐ Revised (Changed items, same budget)
- ☐ Supplemental



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PPMP-2025-0130-250356

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
 CY 2025

END-USER/UNIT: Extension Office

CHARGED TO STF

Project, Programs and Activities (PPAs):

Token of appreciation for the invited Speakers & Guest Tokens

PPMP #: PPMP-2025-013025-0919

Project Code: EXT07 Tokens for Guests

Code	General Description	Quantity / Size	Estimated Budget	Mode of Procurement	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	<i>Trainings</i>															
	Token	10 bag	10,000.00	Public Bidding				10								
	<i>Sub-Total</i>		10,000.00													
TOTAL BUDGET:			10,000.00													

Note: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by:

MARIANNE JOYCE D. GALLEG0

Submitted by:

CATHERINE C. ARRADAZA
 Unit Head/Project Leader



Date: 01/30/2025