



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



PURCHASE REQUEST

Dept./Office: **OVPREI**

PR No.: **TF-2022-11-02244**

Date: **11-07-2022**

Section/End-User: **Romnic A. Cabelin**

Category: **Printing Services**

Funding Source: **Trust Fund**

Project Title/Code: **20201050-1.105.4**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Polo shirt with embroidered logos	pcs	40	350.00	MARIA JULIET C. CENIZA	14,000.00
Specification: Assorted sizes of Polo shirts with customized shirt design, with embroidered logos at the front. Design is attached.						
TOTAL						14,000.00
Purpose: Polo-shirt for participants on November 22-25, 2022						
Checked by: JED ASAPH D. CORTES TWG - Printing Services				Funds Available: NICK FREDDY R. BELLO HEAD, ACCOUNTING OFFICE		
Signature:	Requested by: ROMNIC A. CABELIN	Noted by: MARIA JULIET C. CENIZA			Approved by: EDGARDO E. TULIN	
Printed Name:						
Designation:	END USER	UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	