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PR-2024-1010-229765



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0484**Dept./Office: **CAFS**PR No.: **GF-2024-10-02105**Date: **10-10-2024**Section/End-User: **Remenita J. Solis**Category: **Accommodation**Funding Source: **General Fund - MOOE**Project Title/Code: **CAFS 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Accommodation	person	20	700.00		14,000.00
2	Venue rental to be used for the activity	hour	1	1,500.00		1,500.00

Specification:

VSU RDE Hall - 300 persons capacity with the following amenities; LED Wall, Chairs, airconditioner

TOTAL						15,500.00
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Purpose: Conduct of CAFS Strategic Planning Workshop and Team Bldg.

Checked by:	 Alexander L. Cabral Jr. TWG - Accommodation			Funds Available:	 ALICIA M. FLORES <i>MI-25</i> HEAD, BUDGET OFFICE	
Signature:	Prepared by:	Noted by:			Approved by:	
Printed Name:	REMENITA J. SOLIS	SUZETTE B. LINA			PROSE IVY G. YEPES	
Designation:		UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	