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PR-2022-0913-62901



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

## PURCHASE REQUEST

Dept./Office: **ODE**Section/End-User: **Shirley T. Nayre**Funding Source: **General Fund - MOOE**PR No.: **GF-2022-09-01668**Date: **09-13-2022**Category: **Food & Food  
Ingredients**Project Title/Code: **2023 FFD**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>FFD Snacks for UGMAD search committee and other extension activities</b>	packs	1	3,000.00		3,000.00

**Specification:**

1. 3 in1 coffee - 150
2. coffee stick - 3 packs
3. coffee mate - 75 pcs
4. Tea bags - 1 boxes (green Tea peppermint)
5. cholate powder - 5 packs
6. sugar - 50 pcs

2	<b>Meals/Lunch</b>	packs	150	150.00		22,500.00
3	<b>Mineral Bottled Water</b>	pcs	60	15.00		900.00

**Specification:**

Mineral Bottled Water, at least 350mL

4	<b>Snacks</b>	set	1540	50.00		77,000.00
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**Specification:**

- with drinks
- Should be packed individually

	<b>TOTAL</b>					<b>103,400.00</b>
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Purpose: For FFD 2023

Checked by:  <b>VENICE B. IBAÑEZ</b>			Funds Available:  <b>ALICIA M. FLORES</b>		
TWG - Food & Food Ingredients			HEAD, BUDGET OFFICE <i>or</i>		
Signature:	Requested by:	Noted by:	Approved by:		
Printed Name:	<b>SHIRLEY T. NAYRE</b>	<b>ANTONIO P. ABAMO</b>	<b>EDGARDO E. TULIN</b>		
Designation:	<b>END USER</b>	<b>UNIT HEAD, PROJECT LEADER</b>	<b>PRESIDENT, VSU</b>		