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PR-2022-0825-57836



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

PURCHASE REQUEST

Dept./Office: **PO (fr VSU -COA)**Section/End-User: **Jessamine C. Ecleo**Funding Source: **General Fund - MOOE**PR No.: **GF-2022-08-01174**Date: **08-25-2022**Category: **IT Supplies and Equipment**Project Title/Code: **VSU COA 2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	TONER Kyocera TK 1147	can	2	7,150.00		14,300.00
	TOTAL					14,300.00

Purpose: For VSU-COA's photocopying machine

Checked by: MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment		Funds Available: ALICIA M. FLORES <i>CF-AUDIT</i> HEAD, BUDGET OFFICE	
Signature:	Requested by: JESSAMINE C. ECLEO	Noted by: JESSAMINE C. ECLEO	Approved by: EDGARDO E. TULIN <i>CF-AUDIT</i> PRESIDENT, VSU
Printed Name:			
Designation:	END USER	UNIT HEAD, PROJECT LEADER	

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



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

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PPMP-2022-0824-57678

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)
CY 2022

Unit/Office/Dept/Div: **Procurement Office**
 Project Code: **VSU COA 2022**
 Purpose: **for VSU COA's photocopying machine**

Total Budget : **14,300.00**
 Funding : **GF-MOOE**
 PPMP #: **135-5-711-2022-7-0-5**

General Description	Quantity	Unit	Unit Cost	Estimated Budget	Schedule/Milestone of Activities (in quantities)											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Supplies and Equipment																
TONER Kyocera TK 1147	2	can	7,150.00	14,300.00									2			
Sub-Total				14,300.00												
Grand Total				14,300.00												

Prepared by: JESSAMINE C. ECLEO

Noted by: JESSAMINE C. ECLEO
 Unit Head/Project Leader

Noted By: ALICIA M. FLORES
 Head, Budget Office

Date: **08/24/2022**

<> *Funding Sources: General Fund(GF), Trust Fund(TF), Special Trust Fund(STF), IGP, Supplemental or Augmentation

Note: Please make a separate PPMP for each funding source.

Categorize the entries such as Office Supplies, Office Appliance & Equipment, Office Furniture, Laboratory Supplies, IT Equipment, Construction & Electrical Supplies, Farm & Agricultural Supplies, Feeds & Feed Ingredients, Medical & Dental Supplies, Auto Supplies