



PR-2024-1009-229421



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

# PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0605** PR No.: **GF-2024-10-02734** Date: **10-09-2024**  
 Dept./Office: **CN** Category: **Trainings**  
 Section/End-User: **Guada Fe D. Amihan** Project Title/Code: **CoN Procurement 2025 Emergency**  
 Funding Source: **General Fund - MOOE** First Aid and BLS

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Venue rental for the training - Convention Center	day	2	2,500.00		5,000.00
<b>Specification:</b> Convention Center - 300 persons capacity with the following amenities: wifi, projector, table microphones, and sound system						
<b>TOTAL</b>						<b>5,000.00</b>
Purpose: CON Procurement 2025 Emergency First Aid and BLS						
Checked by:		Funds Available:				
<b>ALEXANDER L. CABRAL</b> TWG - Trainings		<b>ALICIA W. FLORES</b> HEAD, BUDGET OFFICE				
Signature:	Prepared by:	Noted by:	Approved by:			
	<b>GUADA FE D. AMIHAN</b>		<b>CHRISTIAN VIE P. BALDONADO</b>	<b>PROSEMY G. YEPES</b>		
Printed Name:			UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	
Designation:						