



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

PURCHASE REQUEST

Dept./Office: RCCRDC

PR #: GF-2020-10-00542

Date: 10-15-2020

Section/End-User: Eduardo O. Mangaoang

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: CC9.CFES.1718

Item #		Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost	
1	Plaque, C	ustomized	pieces	10	1,500.00		15,000.00	
	Specificat	ion:						
	For specia	al guests during university	events					
		TOTAL					15,000.00	
Puŋ	pose: for co	onferences use						
Checked by:					Funds Availab	ole:		
AK T						mpant		
DORFEN B. ALBA						MYRNA S. PANCITO		
TWG - Office Supplies						HEAD, BUDGET OFFICE (STORE)		
		Requested by:		Noted by:		/ Approve		
Signa	ature:	ture:						
Printe	ted Name: EDUARDO O. MANGAOANG / EDUA				UARDO O. MANGA	DO O. MANGAOANG EDGARDO E. TULIN		
Desig	esignation: END USER				UNIT HEAD, PROJECT LEADER PRESIDENT, VSU			