



GF-2020-10-00723

PPMP #: 90-5-897-2021-8-0-0



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

PURCHASE REQUEST

Dept./Office: **IGP**Section/End-User: **Marvin B. Bandalan**Funding Source: **General Fund - MOOE**PR #: **GF-2020-10-00723 /1454**Date: **10-29-2020**Category: **Office Supplies**Project Title/Code: **IGP-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Clip, Paper, Big, Plastic Coated, 100pcs/box, (55mm) 120 grms	box	5	30.00		150.00
2	Paper, Bond, A4, S-24, 80 gsm	reams	20	289.00		5,780.00
3	Paper, Bond, Long, S-20, 70 gsm	reams	5	286.00		1,430.00
4	Pen, Ball, blue	pieces	22	10.00		220.00
TOTAL						7,580.00

Purpose: 20

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

MARVIN B. BANDALAN

END USER

Noted by:

ARGINA M. POMIDA

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU