



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-081224-0345**PR No.: **STF-2024-08-01541**Date: **08-13-2024**Dept./Office: **VIHS**Category: **Office Supplies**Duration: **2024-12-31**Section/End-User: **Charita D. Barbosa**

Project Title/Code:

to
2024-12-31Funding Source: **Special Trust Fund****ISR. COeD.0224.0225.01**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Paper, Bond, A3, S-24, 80 gsm	reams	10	580.00		5,800.00
Specification: bright white, high premium quality						
TOTAL						5,800.00
Purpose: for research						
Checked by: VIVIAN V. BALBARINO TWG - Office Supplies				Funds Available: ALICIA M. FLORES <i>UNIFAST</i> HEAD, BUDGET OFFICE		
Signature:	Prepared by: CHARITA D. BARBOSA	Noted by: NELSON H. TEJARA	Approved by: PROSE IVY G. YEPES			
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU			
Designation:						