



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-062525-1261**

PR No.: **STF-2025-07-00827**

Date: **07-10-2025**

Dept./Office: **OVPASAS**

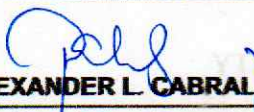


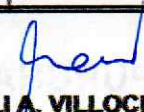
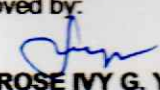
Category: **Food & Food
Ingredients**

Section/End-User: **Sheila Marie C. Lemos**

Funding Source: **Special Trust Fund - MOOE**

Project Title/Code: **Student Leadership Congress**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Breakfast (150.00)	packs	700	150.00		105,000.00
2	Breakfast (Buffet Style) #1	person	20	200.00		4,000.00
Specification: <ul style="list-style-type: none"> • HAM • BACON • OMELETTE • RICE • LONGANISA • COFEE/MILK/MILO/JUICE • MINERAL BOTTLED WATER, 500 ML <p>with venue inside the campus (Tables and Chairs)</p>						
3	Packed Meals (for Lunch or Dinner)	sets	730	200.00		146,000.00
Specification: <ul style="list-style-type: none"> • at least 2 servings of main dishes (pork/beef/chicken/fish) • at least 1 serving of drinks • at least 1 serving of fruits/dessert • packaging must be made of biodegradable materials 						
4	Snacks AM & PM	person	360	160.00		57,600.00
Specification: <p>Snacks (AM): banana cake & UHT Juice</p> <p>Snacks (PM): fried camote, coffee/juice</p>						
TOTAL						312,600.00
Purpose: 2025 VSU Student Leadership Congress						

Checked by:  ALEXANDER L. CABRAL		Funds Available:  ALICIA M. FLORES	
TWG - Food & Food Ingredients		HEAD, BUDGET OFFICE	
Signature:	Prepared by:  SHEILA MARIE C. LEMOS	Noted by:  ALELI A. VILLOCINO	Approved by:  PROSE IVY G. YEPES
Printed Name:			
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU

Item #	Item Description	Unit	Unit Cost	Quantity	Amount
1	Breakfast (150.00)	per person	150.00	1	150.00
2	Breakfast (Butter Style) 44	per person	150.00	1	150.00
Specification:					
* HAM					
* BACON					
* OMELETTE					
* RICE					
* LONGANISA					
* COFFEE/MILK/JUICE					
* MINERAL BOTTLED WATER 500 ML					
with various tableware (plates and glasses)					
3	Breakfast (Lunch) 700	per person	700.00	1	700.00
Specification:					
* 2 slices of meat (beef or pork)					
* 1 slice of bread					
* 1 slice of vegetable					
* 1 slice of tomato					
* 1 slice of onion					
* 1 slice of carrot					
* 1 slice of cucumber					
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