

SCAN HERE



PR-2024-0116-170333

1/18/24



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

PURCHASE REQUEST

PPMP No. : 247-1-797-2024-0-0-10

Dept./Office: **ULC**

PR No.: **STF-2024-01-00114**

Date: **01-16-2024**

Section/End-User: **Geraldine T. Baro**

Category: **Office Supplies**

Funding Source: **Special Trust Fund**

Project Title/Code: **ULC-STF-Bindery Supplies - 2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Cartolina, Vellum, US White	pcs	4000	40.00		160,000.00
2	Glue, White, All-purpose, 1 gallon	gallons	50	600.00	VICENTE A. GILOS	30,000.00
3	Paste Board/Chip Board #25	sheets	700	70.00		49,000.00
4	Paste Board/Chip Board No.40	sheets	1000	60.00		60,000.00

Specification:

97L x 66.5W

TOTAL

299,000.00

Purpose: For bindery Supplies

Checked by:

SHALOM GRACE C. SUGANO

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

GERALDINE T. BARO

END USER

Noted by:

VICENTE A. GILOS

UNIT HEAD, PROJECT LEADER

Approved by:

DANIEL LESLIE S. TAN

OIC-PRESIDENT, VSU