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PR-2022-0810-54676



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

PURCHASE REQUEST

Dept./Office: **DBS**PR No.: **STF-2022-08-01082**Date: **08-10-2022**Section/End-User: **Alma . Gofredo**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **DBS-2022-Lab. Fees**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Curtain Wood Rod	pcs	6	800.00		4,800.00

Specification:

Curtain Wood Rod Dark Wood 1" diameter 30" -47" extension

2	Pen, Ball, blue	pieces	30	10.00	ANALYN M. MAZO	300.00
3	Pen, Sign, .5mm, Gel-type, Blue	piece	10	35.00	ANALYN M. MAZO	350.00
TOTAL						5,450.00

Purpose: Office Use

Checked by:

DOREEN B. ALBA

TWG - Office Supplies

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	ALMA . GOFREDO	ANALYN M. MAZO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU