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PR-2025-0523-273735



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-012325-0890**PR No.: **GF-2025-05-00668**Date: **05-23-2025**Dept./Office: **DMath**Category: **Printing Services**Section/End-User: **Genalyn M. Apas**Project Title/Code: **DMath-2025 (Gestetner Consumables, Snacks, etc)**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Magnetic Clutch (for photocopier)	pc	1	6,288.80		6,288.80
Specification: Magnetic Clutch for photocopier (Gestetner)						
2	Paper Feed Roller (for photocopier)	pc	1	476.56		476.56
Specification: Paper feed roller for photocopier (Gestetner)						
TOTAL						6,765.36

Purpose: For office use.

Checked by: VIVIAN V. BALBARINO TWG - Printing Services @ 5/26/25		Funds Available: ALICIA M. FLORES 001-25 HEAD, BUDGET OFFICE	
Signature:	Prepared by: GENALYN M. APAS 05/23/2025	Noted by: EUSEBIO R. LINA JR. UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU