

Republic of the Philippines VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No.: PPMP-2025-031425-1037

Dept./Office: DBM

PR No.: **STF-2025-03-00417**

Date: 03-25-2025

Section/End-User: Sheillo G. Catorce

Category: Printing Services

Duration: 2025-03-01

to

Funding Source: Special Trust Fund - MOOE

Project Title/Code: EXT-STF-15

2026-12-30

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Tarpaulin printing (3ft. x 6ft.)	piece	2	540.00		1,080.00
	Specification:					
	• Full Color					
	 Customized design 					
	Design will be given by end up	iser				

• De	esign will be given by end user		*						
	TOTAL			1,080.00					
Purpose: Training use									
Checked by:	VIVIAN W BALBARING.	3/26/25	Funds Available:	M. FLORES					
	TWG - Printing Services	HEAD, BUDGET OFFICE UNITYTIT							
Signature: Printed Name:	Prepared by: SHEILLO G. CATORCE	Noted by:	Ç. RATILLA	Approved by: PROSE IVY G. YEPES					
Designation:		UNIT HEAD,	PROJECT LEADER	PRESIDENT, VSU					