



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

PURCHASE REQUEST

PPMP No. : 200-5-2088-2024-7-0-0

Dept./Office: **DPhys**

PR No.: **GF-2023-08-01544**

Date: **08-10-2023**

Section/End-User: **Perlie A. Gucela**

Category: **Office Supplies**

Funding Source: **General Fund - MOOE**

Project Title/Code: **DPhysics 2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bathroom Deodorizer, with holder, at least 100g, any scent	pcs	8	80.00		640.00
2	Broom, Soft (Tambo), Large, Heavy Duty	pcs	3	250.00		750.00
3	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	boxes	3	14.00		42.00
4	Eraser, whiteboard, magnetic flannel	pc	10	60.00		600.00
5	Folder, Brown, Long Size 8.5x13"	pcs	50	7.00		350.00
6	Folder, Pressboard, US, Blue, Long	pieces	30	30.00		900.00
7	Paper, Bond, A4, S-24, 80 gsm	reams	30	289.00		8,670.00
Specification: bright white, high premium quality						
8	Pen, Whiteboard Marker, black	pieces	25	50.00		1,250.00
9	Pen, Whiteboard Marker, blue,	pieces	25	50.00		1,250.00
10	Record Book, Big, 500 pages	pcs	5	115.00		575.00
TOTAL						15,027.00
Purpose: office use						
Checked by: SHALOMA GRACE C. SUGAND JED ASAPH D. CORTES				Funds Available: ALICIA M. FLORES <i>for 201-2024</i>		
TWG - Office Supplies				HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:		Approved by:		
Printed Name:	PERLIE A. GUCELA	REV RHIZZA L. AURE		EDGARDO E. TULIN		
Designation:	END USER	UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		