

SCAN HERE



PR-2023-0216-97282



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

PURCHASE REQUEST

PPMP No. : 32-5-122-2023-0-0-1

Dept./Office: CVM

PR No.: GF-2023-02-00215

Date: 02-16-2023

Section/End-User: Joel M. Israel

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: CVM.for Office

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Folder, Pressboard, A4, US Green, Double Fold	pcs	24	40.00		960.00
Specification: Folder, pressboard, A4, US Green, double fold						
2	Folder, Pressboard, US, Green, Long	pcs	24	30.00		720.00
3	Paper, Bond, A4, S-20, 70 gsm	reams	20	253.00		5,060.00
Specification: bright white, high premium quality						
4	Paper, Bond, A4, S-24, 80 gsm	reams	30	289.00		8,670.00
Specification: bright white, high premium quality						
5	Paper, Photo, high gloss, A4, 230G, 20 shts/pack	pack	24	250.00		6,000.00
TOTAL						21,410.00

Purpose: CVM office Use

Checked by:		Funds Available:	
 JED ASAPH D. CORTES TWG - Office Supplies		 ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	JOEL M. ISRAEL	SANTIAGO T. PEÑA JR.	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU