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PR-2025-0312-260637



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

## PURCHASE REQUEST

PPMP No. : PPMP-2025-030725-1013

PR No.: STF-2025-03-00346

Date: 03-12-2025

Dept./Office: OHIGP

Category: Printing Services

Duration: 2025-03-07

Section/End-User: Josefina L. Soria

Project Title/Code: VSU Market and  
Other Rented Facilitiesto  
2025-12-31

Funding Source: Special Trust Fund - MOOE

| Item #                                                                        | Item Description                                | Unit                                                    | Qty | Unit Cost                                                                        | PAR/ICS         | Total Cost    |
|-------------------------------------------------------------------------------|-------------------------------------------------|---------------------------------------------------------|-----|----------------------------------------------------------------------------------|-----------------|---------------|
| 1                                                                             | Tarpaulin Printing (4ft. height x 12ft. length) | pc                                                      | 1   | 800.00                                                                           | CRISLIN B. CRUZ | 800.00        |
| <b>Specification:</b><br><br>For VSU Pasalubong Center use                    |                                                 |                                                         |     |                                                                                  |                 |               |
| <b>TOTAL</b>                                                                  |                                                 |                                                         |     |                                                                                  |                 | <b>800.00</b> |
| Purpose: For VSU Pasalubong Center use                                        |                                                 |                                                         |     |                                                                                  |                 |               |
| Checked by:<br><br><b>VIVIAN V. BALBARINO</b><br>TWG - Printing Services 8/20 |                                                 |                                                         |     | Funds Available:<br><br><b>ALICIA M. FLORES</b> WJF-WJ<br>HEAD, BUDGET OFFICE 17 |                 |               |
| Signature:<br>Printed Name:<br>Designation:                                   | Prepared by:                                    | Noted by:                                               |     | Approved by:                                                                     |                 |               |
|                                                                               | <br><b>JOSEFINA L. SORIA</b>                    | <br><b>CRISLIN B. CRUZ</b><br>UNIT HEAD, PROJECT LEADER |     | <br><b>PROSE IVY G. YEPES</b><br>PRESIDENT, VSU                                  |                 |               |