



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-071924-0286**Dept./Office: **MIS**PR No.: **GF-2024-07-01434**Date: **07-25-2024**Section/End-User: **ELVIE D. BALBARINO**Category: **Trainings** *Accom.*Funding Source: **General Fund - MOOE**Project Title/Code: **MIS- 07-2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Training Venue (CCE 2nd Floor)	day	3	4,000.00		12,000.00
Specification: Training Venue: CCE 2nd Floor <i>within VSU</i> Inclusions: <i>Capacity:</i> _____ • Basic sound system and Projector ✓ • <i>Arrangement</i>						
TOTAL						12,000.00
Purpose: For HRIS Training (Component Colleges)						
Checked by: JULIUS B. CERNA <i>7/26/24</i> TWG - Trainings <i>Accom.</i>				Funds Available: ALICIA M. FLORES <i>pmc</i> HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	ELVIE D. BALBARINO	 NORMAN O. VILLAS		 PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		