



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-061125-1238**

Dept./Office: **CASL**

PR No.: **STF-2025-06-00756**

Date: **06-25-2025**

Section/End-User: **Juvylyn G. Niegas**

Category: **Office Supplies**

Funding Source: **Special Trust Fund - MOOE**

Project Title/Code: **CASL- STF 2025 (3)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Spin Mop, w/ stainless steel wringer bucket, w/ durable & ergonomical PP plastic mop handle, 360deg. spin microfiber mop head, 180deg. flexible mop pole	pcs	1	1,500.00		1,500.00
TOTAL						1,500.00

Purpose: Lab Use

Checked by: VIVIAN V. BALBARINO TWG - Office Supplies		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by: JUVYLYN G. NIEGAS	Noted by: JAMES A. PATINDOL	Approved by: PROSE IVY G. YEPES
Printed Name:			
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU