ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY

SCHOOL OF BUSINESS ADMINISTRATION

AREA V: Research

BACHELOR OF SCIENCE IN

HOSPITALITY MANAGEMENT

LEVEL 2

AACCUP 1987

PARAMETER B:

FUNDING AND OTHER RESOURCES

SYSTEM

INPUTS AND PROCESSES

SYSTEM – INPUTS AND –PROCESSES

S.1. The institution has an approved and adequate budget for research.

Approved Allocat ion for Research FYs 2019-2023

BUDGET ALLOCATION FOR RESEARCH
ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY
FYs 2019-2023
(P'000)

SUC	2019	2020	2021	2022	2023
Research Program					
GAA	P 960	P 1,960	P 970	P 970	P 984
STF	2,284	1,646	4,361	4,681	7,964
Total	**3,244**	**3,606**	**5,331**	**5,651**	**8,948**

Prepared by:

MARIA CHRISTINA JEAN D. VERGARA
Budget Officer III

6/21/23

Page 1 of 1

GAA 2021

M.4. ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE

For general administration and support, and operations, as indicated hereunder..... P 225,207,000

New Appropriations, by Program

PROGRAMS	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
General Administration and Support	P 37,455,000	P 42,188,000	P	P 79,643,000
Operations	111,873,000	8,691,000	25,000,000	145,564,000
HIGHER EDUCATION PROGRAM	111,277,000	7,243,000	25,000,000	143,520,000
RESEARCH PROGRAM	596,000	374,000		970,000
TECHNICAL ADVISORY EXTENSION PROGRAM		1,074,000		1,074,000
TOTAL NEW APPROPRIATIONS	P 149,328,000	P 50,879,000	P 25,000,000	P 225,207,000

New Appropriations, by Programs/Activities/Projects

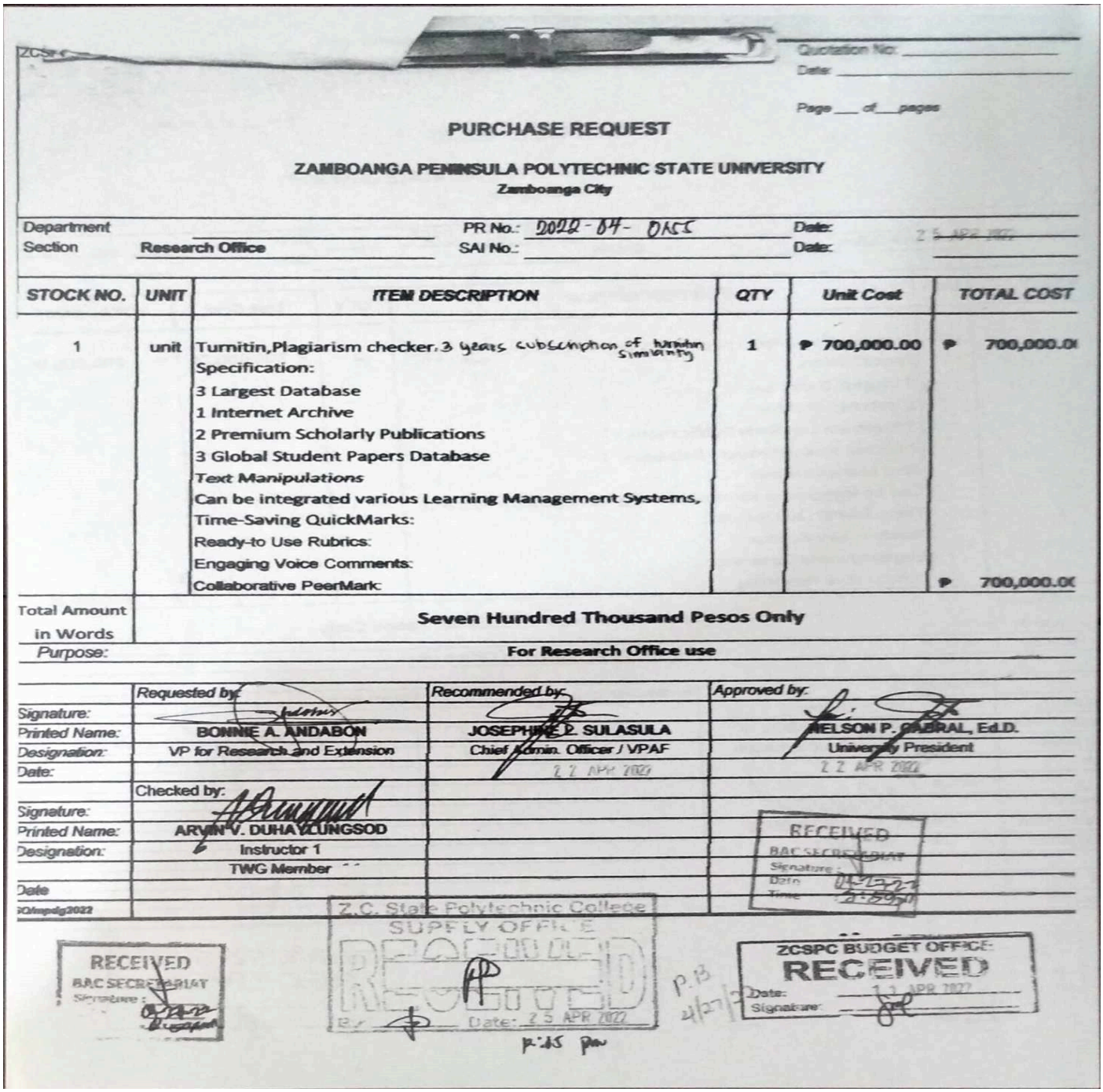
PROGRAMS	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
General Administration and Support				
General Management and Supervision	P 19,879,000	P 42,188,000	P	P 62,067,000
Administration of Personnel Benefits	17,576,000			17,576,000
Sub-total, General Administration and Support	37,455,000	42,188,000		79,643,000
Operations				
Relevant and quality tertiary education ensured to achieve inclusive growth and access of poor but deserving students to quality tertiary education increased	111,277,000	7,243,000	25,000,000	143,520,000
HIGHER EDUCATION PROGRAM	111,277,000	7,243,000	25,000,000	143,520,000

S.2.

Research Budget, GAA 2021

There are provisions for the following:

S.2.1. facilities and equipment such as Internet, statistical software, and other ICT resources;



ZCSPC

Quotation No: _____
Date: _____

Page ___ of ___ pages

PURCHASE REQUEST

ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY
Zamboanga City

Department _____ PR No.: 2022-04-0455 Date: 25 APR 2022
Section **Research Office** SAI No.: _____ Date: _____

STOCK NO.	UNIT	ITEM DESCRIPTION	QTY	Unit Cost	TOTAL COST
1	unit	Turnitin, Plagiarism checker, 3 years subscription of turnitin similarity Specification: 3 Largest Database 1 Internet Archive 2 Premium Scholarly Publications 3 Global Student Papers Database *Text Manipulations* Can be integrated various Learning Management Systems, Time-Saving QuickMarks: Ready-to Use Rubrics: Engaging Voice Comments: Collaborative PeerMark:	1	₱ 700,000.00	₱ 700,000.00 ₱ 700,000.00
Total Amount in Words		**Seven Hundred Thousand Pesos Only**			
Purpose:		**For Research Office use**			

	Requested by:	Recommended by:	Approved by:
Signature:			
Printed Name:	BONNIE A. ANDABON	JOSEPHINE P. SULASULA	NELSON P. CABRAL, Ed.D.
Designation:	VP for Research and Extension	Chief Admin. Officer / VPAF	University President
Date:		22 APR 2022	22 APR 2022
	Checked by:		
Signature:			
Printed Name:	ARVIN V. DUHAYLUNGSOD		
Designation:	Instructor 1 TWG Member		
Date			

RECEIVED
BAC SECRETARIAT
Signature:
Date: 04/25/22
Time: 2:35 PM

RECEIVED
BAC SECRETARIAT
Signature:

Z.C. State Polytechnic College
SUPPLY OFFICE
RECEIVED
Date: 25 APR 2022

P.B 4/27/22

ZCSPC BUDGET OFFICE
RECEIVED
Date: 25 APR 2022
Signature:

p.25 pm

Appendix 53

PROPERTY ACKNOWLEDGMENT RECEIPT OF EQUIPMENT

No.: PARE-009-2022

ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY

Agency

Indexed Account to : ICT Eqpt.

Quantity	Unit	Description	Date Acquired	Property No.	Unit Value	Total Value
1	unit	LAPTOP ACER TRAVELMATE (TMP215-53G-7921)	03-25-2022	T2022-023	62,150.00	62,150
		SN : NXVPXSP02J139178FB7600				
		Intel Core i7-1165G7 Processor, 4 Core 8 threads, 12M Cache, 2.80Ghz up to				
		4.70 Ghz, with IPU, 11th Generation				
		Windows 10 Pro - 15.6 inches - 16:9 ratio - In-plane switching (IPS) - 1920x1080 (FHD)				
		Acer comfy view - 1TB 5400 RPM HDD - 256Gb Pcie NVMe SSD (up to 1TB				
		M.2 22820 Pcie NVMe SSD) - 8GB (1x8GB) DDR4 - 2slots - 32 GB- 3200Mhz				
		Intel Iris Xe Graphics - NVIDIA GeForce MX330 2GB GPU - Two built-in stereo				
		speakers - built-in microphone - intel wireless Wi-fi 6 AX201 - 802.11a/b/g/n				
		acR2+ax wireless LAN - Dual Band (2.4GHz and 5 GHz) - 2x2 MU-MIMO Tech.				
		Bluetooth 5.1, Ethernet RJ45 Port				
		363(W) x255 (D)x19.9(H)mm (14.29x10.04x0.78 inches)				
		1.8kg (3.97lbs.) - 3-pin 65W AC Adapter				
		SD Card Reader , External display (VGA) port, ethernet (RJ-45) port,				
		DC-in jack for AC Adapter, 3.5mm headphone/speaker jack, supporting head-				
		sets with built-in microphone, three USB 3.2 Gen 1 Ports w/ one featuring pow				
		er-off USB Charging, HDMI 2.0 port; USB 3.2 Gen 2 (up to 10Gbps)				
		USB 3.2 Gen 2 (up to 10 GBPS), Display port over USB-C, Thunderbolt 4				
		USB Charfing 5 V;3A, DC-in port 20V; 60W				
1	unit	LAPTOP ACER TRAVELMATE TMP-215-53G-7921	03-25-2022	T2022-024	62,150.00	62,150.0
		SN: NXVPXSP02J139178E77600				124,300.0
		Intel Core i7-1165G7 Processor, 4 Core 8 threads, 12M Cache, 2.80Ghz up to				xxxxxxxxxxxxxxxxx
		4.70 Ghz, with IPU, 11th Generation				
		Windows 10 Pro - 15.6 inches - 16:9 ratio - In-plane switching (IPS) - 1920x1080 (FHD)				
		Acer comfy view - 1TB 5400 RPM HDD - 256Gb Pcie NVMe SSD (up to 1TB				
		M.2 22820 Pcie NVMe SSD) - 8GB (1x8GB) DDR4 - 2slots - 32 GB- 3200Mhz				
		Intel Iris Xe Graphics - NVIDIA GeForce MX330 2GB GPU - Two built-in stereo				
		speakers - built-in microphone - intel wireless Wi-fi 6 AX201 - 802.11a/b/g/n				
		acR2+ax wireless LAN - Dual Band (2.4GHz and 5 GHz) - 2x2 MU-MIMO Tech.				
		acR2+ax wireless LAN - Dual Band (2.4GHz and 5 GHz) - 2x2 MU-MIMO Tech.				
		Bluetooth 5.1, Ethernet RJ45 Port				
		363(W) x255 (D)x19.9(H)mm (14.29x10.04x0.78 inches)				
		1.8kg (3.97lbs.) - 3-pin 65W AC Adapter				
		xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx				

SD Card Reader , External display (VGA) port, ethernet (RJ-45) port,
DC-in jack for AC Adapter, 3.5mm headphone/speaker jack, supporting head-
sets with built-in microphone, three USB 3.2 Gen 1 Ports w/ one featuring pow-
er-off USB Charging, HDMI 2.0 port; USB 3.2 Gen 2 (up to 10Gbps)
USB 3.2 Gen 2 (up to 10 GBPS), Display port over USB-C, Thunderbolt 4
USB Charfing 5 V;3A, DC-in port 20V; 60W

PHONE PATCH MARKETING
P.O #: 2021-12-0259 dtd : 12-31-2021
Inv #: 13199-200 dtd : 03-25-2022
P.O Amt : P 788,440.00
(TRUST FUND)
Purpose: For use in the Research, ZPPSU

Received by:

BONNIE A. ANDABON
Signature Over Printed Name

VP Research
Position / Office

Received from:

KRISTELLE P. VILANUEVA
Signature Over Printed Name

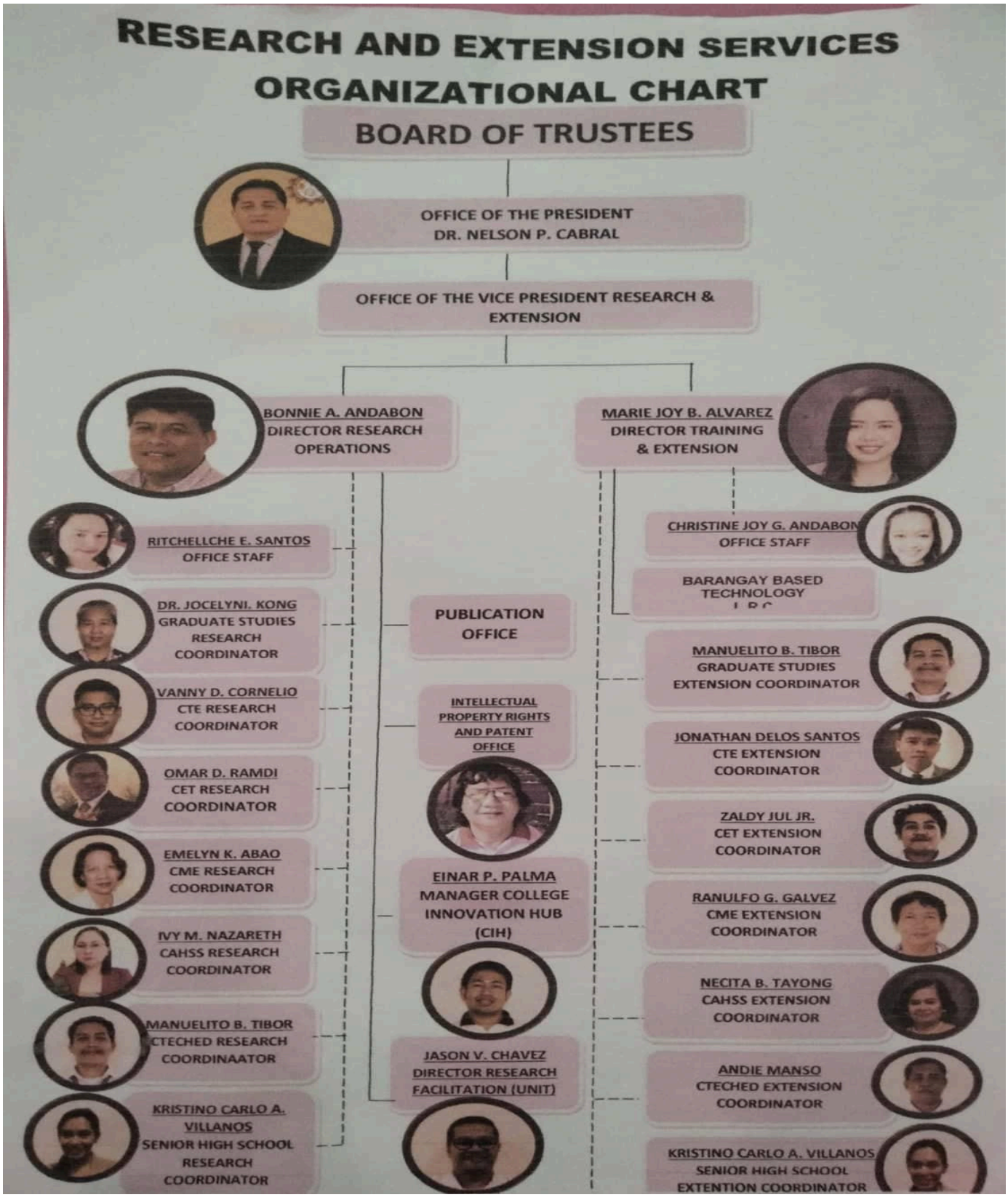
Supply Officer III/Head, Supply & Procurement Office
Position / Office

ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE - ANNUAL PROCUREMENT PLAN for FY 2019

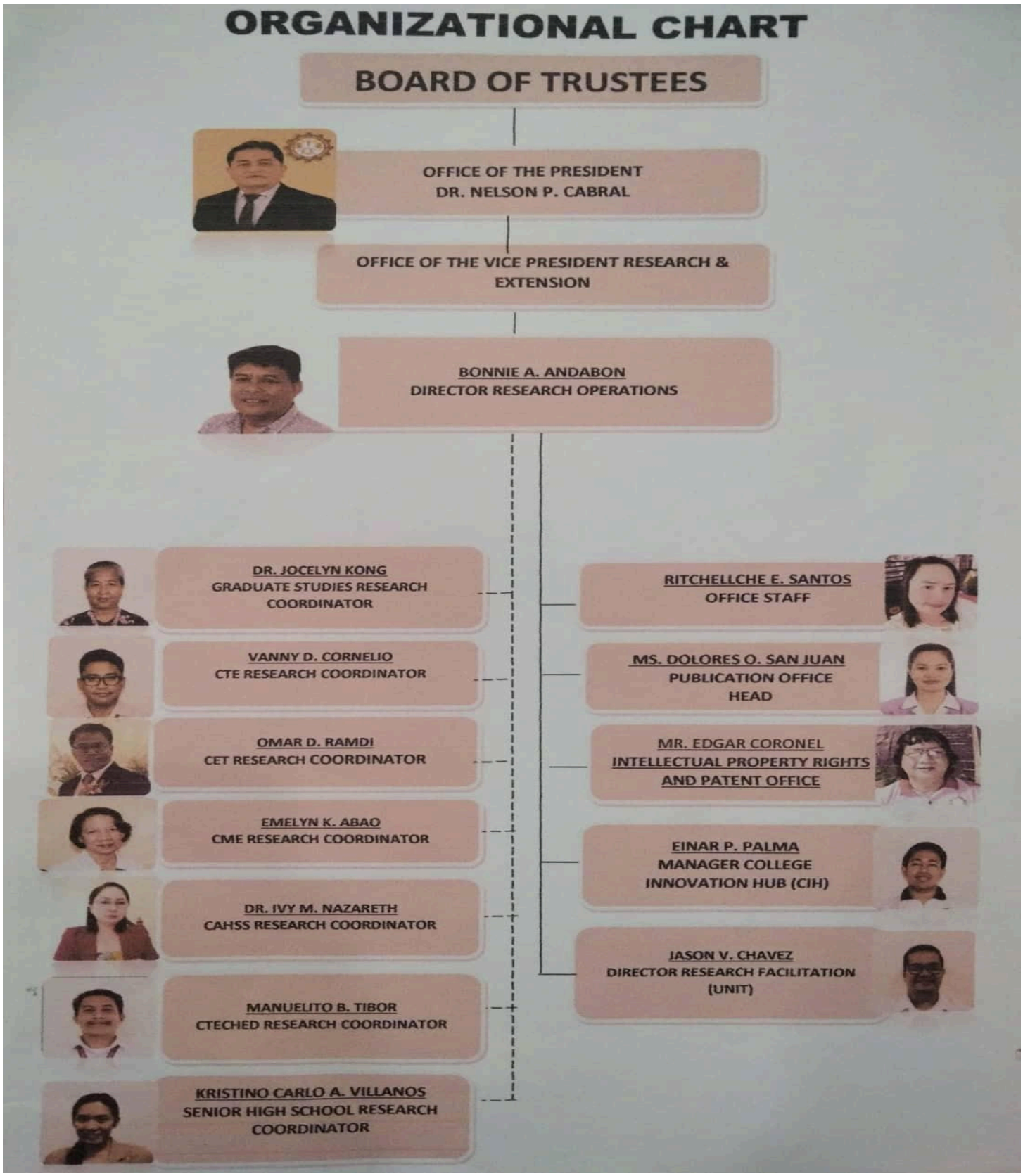
SPECIAL TRUST FUND -TUITION AND OTHER FEES

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Projects/Activities)
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A. Common Use Supplies and Equipment Not Available at Procurement Service (PS)												
3 01 00 0000/3 02 00 0000/ 3 03 00 0000	- Common Office Supplies	HES/RS/ ES	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	123,629.56	123,629.56		Common Office Supplies and materials not available at Procurement Service. (Schedule A)
3 02 00 0000	- Semi-Expandable Machinery and Equipment - Office Equipment	Research Services	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	30,000.00	30,000.00		Semi- expendable office Equipment for Research Services not available at Procurement Service
3 02 00 0000	-Semi-Expandable Machinery and Equipment - Information and Communications Tech. Eqpt.	Research Services	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	20,000.00	20,000.00		Semi- expendable ICT Equipment for Research Services not available at Procurement Service.
3 01 00 0000/3 02 00 0000/ 3 03 00 0000	-Semi-Expandable Furniture, Fixtures and Books	Research and Extension Services	NP-53.9 Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	50,000.00	50,000.00		Semi - expendable Furniture, Fixtures and Books not available at Procurement Service. (Schedule B)
3 02 00 0000/ 3 03 00 0000	- Fuel, Oil and Lubricants	Research & Extn. Services	NP-53.9 Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	50,000.00	50,000.00		Supply of Fuel, Oil and Lubricants for ZCSPC vehicles and Generators as the need arises
1 00 00 0000/3 01 00 0000/3 02 00 0000/ 3 03 00 0000	-Other Supplies and Materials	HES/RS/ ES	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	62,000.00	62,000.00		Other supplies and materials not available at Procurement Service and to be used for college activities and others. (Schedule C)
B. REPAIR AND MAINTENANCE												
3 02 00 0000	Repair and Maintenance of - Office Equipment	Research Services	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	30,000.00	30,000.00		Repair and Maintenance of office equipment for Research Services
3 02 00 0000	Repair and Maintenance of Other Machinery and Equipment	Research Services	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	30,000.00	30,000.00		Repair and Maintenance of office equipment for Research Services
C. PRINTING & PUBLICATION		Research Services/College Communication Office	NP-53.9 - Small Value Procurement	2/2/2019	2/6/2019	2/9/2019	2/11/2019	STF- Tuition & Other Fees	56,000.00	56,000.00		Printing and journal publication of Research Services and College Communication Office

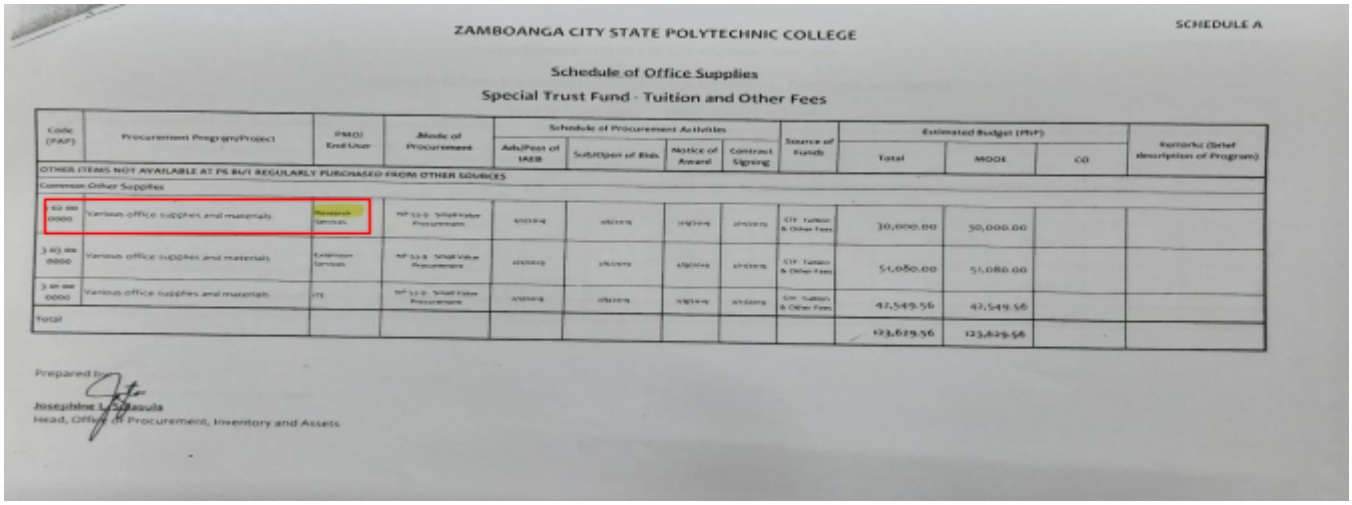
S.2.1. research staff;



research staff;



S.2.3 Supplies and materials; and



ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE

SCHEDULE A

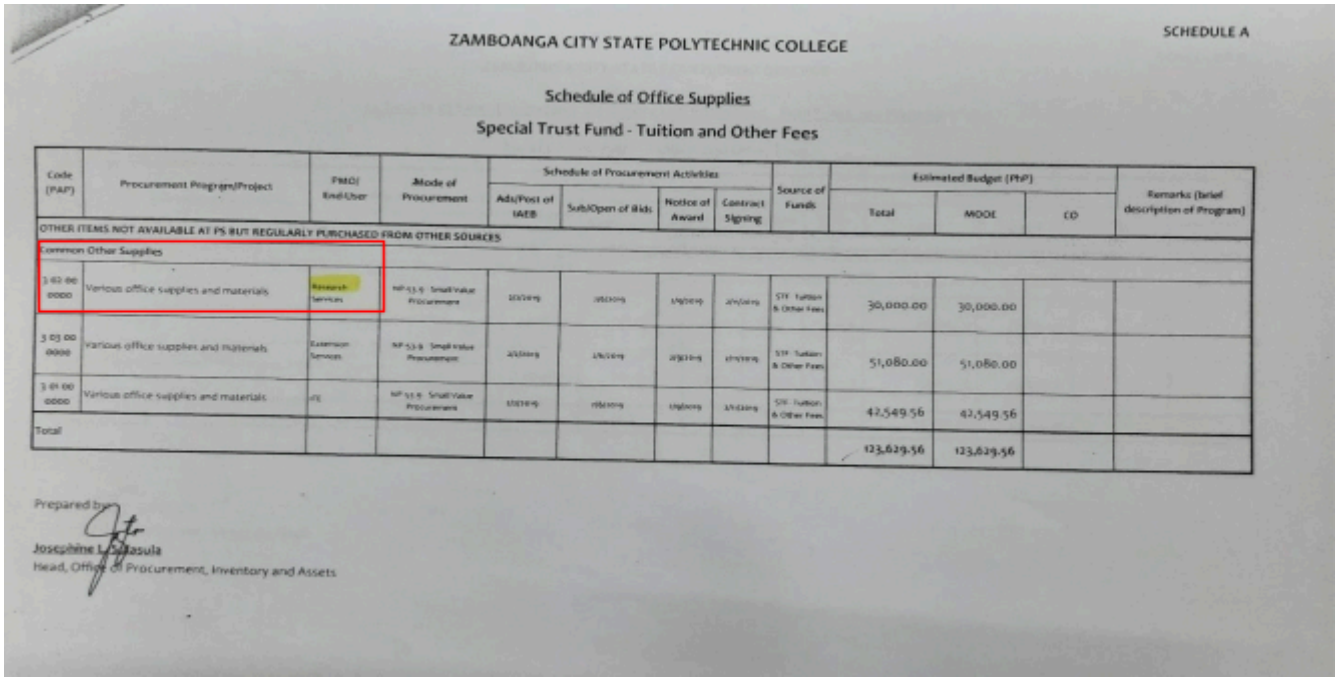
Schedule of Office Supplies

Special Trust Fund - Tuition and Other Fees

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Procurement Activities				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program)
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES												
Common Other Supplies												
5 02 99 0000	Various office supplies and materials	Research Services	NP-53.9 Small Value Procurement	2/2/2019	2/8/2019	2/8/2019	2/9/2019	STF Tuition & Other Fees	30,000.00	30,000.00		
5 03 99 0000	Various office supplies and materials	Extension Services	NP-53.9 Small Value Procurement	2/2/2019	2/8/2019	2/8/2019	2/9/2019	STF Tuition & Other Fees	51,080.00	51,080.00		
5 01 99 0000	Various office supplies and materials	ITE	NP-53.9 Small Value Procurement	2/2/2019	2/8/2019	2/8/2019	2/9/2019	STF Tuition & Other Fees	42,549.56	42,549.56		
Total									123,629.56	123,629.56		

Prepared by:

Josephine L. Salasula
Head, Office of Procurement, Inventory and Assets



ZAMBOANGA CITY STATE POLYTECHNIC COLLEGE

SCHEDULE A

Schedule of Office Supplies

Special Trust Fund - Tuition and Other Fees

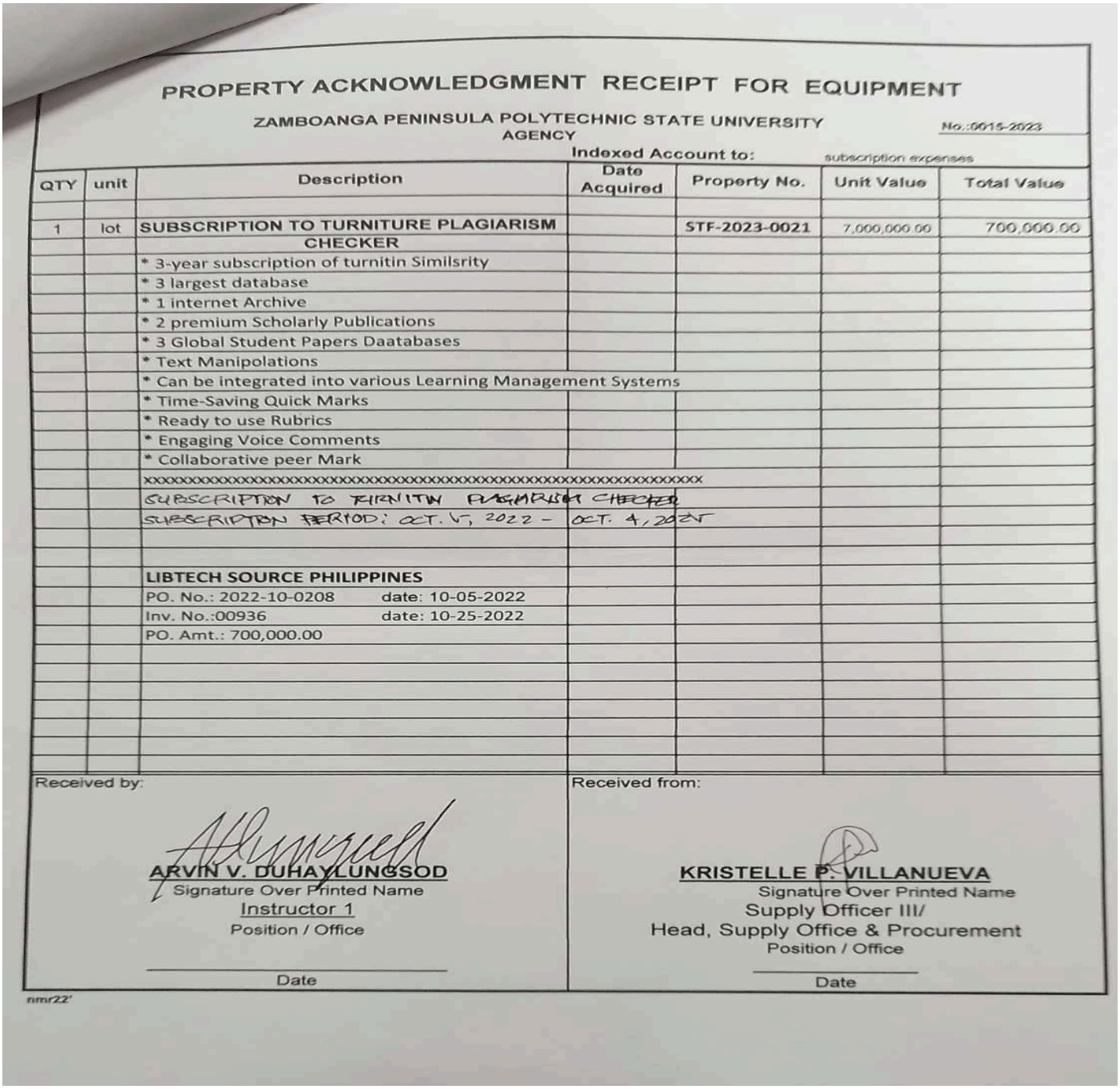
Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Procurement Activities				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program)
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES												
Common Other Supplies												
5 02 99 0000	Various office supplies and materials	Research Services	NP-53.9 Small Value Procurement	2/2/2019	2/8/2019	2/8/2019	2/9/2019	STF Tuition & Other Fees	30,000.00	30,000.00		
5 03 99 0000	Various office supplies and materials	Extension Services	NP-53.9 Small Value Procurement	2/2/2019	2/8/2019	2/8/2019	2/9/2019	STF Tuition & Other Fees	51,080.00	51,080.00		
5 01 99 0000	Various office supplies and materials	ITE	NP-53.9 Small Value Procurement	2/2/2019	2/8/2019	2/8/2019	2/9/2019	STF Tuition & Other Fees	42,549.56	42,549.56		
Total									123,629.56	123,629.56		

Prepared by:

Josephine L. Salasula
Head, Office of Procurement, Inventory and Assets

ADDITIONAL DOCUMENTS:

*ACKNOWLEDGEMENT RECEIPT
*DELIVERY RECEIPT



PROPERTY ACKNOWLEDGMENT RECEIPT FOR EQUIPMENT

ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY
AGENCY

No.:0015-2023

Indexed Account to: subscription expenses

QTY	unit	Description	Date Acquired	Property No.	Unit Value	Total Value
1	lot	**SUBSCRIPTION TO TURNITURE PLAGIARISM CHECKER**		STF-2023-0021	7,000,000.00	700,000.00
		* 3-year subscription of turnitin Similsrity				
		* 3 largest database				
		* 1 internet Archive				
		* 2 premium Scholarly Publications				
		* 3 Global Student Papers Daatabases				
		* Text Manipolations				
		* Can be integrated into various Learning Management Systems				
		* Time-Saving Quick Marks				
		* Ready to use Rubrics				
		* Engaging Voice Comments				
		* Collaborative peer Mark				
		xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx				
		SUBSCRIPTION TO TURNITIN PLAGIARISM CHECKER				
		SUBSCRIPTION PERIOD: OCT. 5, 2022 -	OCT. 4, 2023			
		LIBTECH SOURCE PHILIPPINES				
		PO. No.: 2022-10-0208 date: 10-05-2022				
		Inv. No.:00936 date: 10-25-2022				
		PO. Amt.: 700,000.00				

Received by:

ARVIN V. DUHAYLUNGSOD
Signature Over Printed Name
Instructor 1
Position / Office

Date

Received from:

KRISTELLE P. VILLANUEVA
Signature Over Printed Name
Supply Officer III/
Head, Supply Office & Procurement
Position / Office

Date

nmr22'

LibTech

ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY
Zamboanga City

THRU: JASON CHAVEZ
Director Research Operation

DELIVERY RECEIPT

To whom it may concern:

We, Libtech Source Philippines Inc successfully delivered the **Procurement of Subscription to Turnitin Plagiarism Checker (Turnitin) – 3 Years Subscription to Turnitin Similarity** last December 20,2022, until December 19,2025.

Activation access was given to Jason Chavez-Director Research Operations.

If you have any clarification, you may reach us at:

Salesperson:	Amy P. Sablaon
Email Address:	amy.s@igroupnet.com
Mobile Number:	0927 016 9669
Telephone Number:	+62 8808 - 1191
Telefax Number:	+ 62 8836 -7935

Amy P. Sablaon
Finance and Administrative Manager

Received By:

Name: **JASON CHAVEZ**
Position: Director Research Operation

Date: _____

Republic of the Philippines
ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY
RT Lim Boulevard, Zamboanga City
Research Operations Office
Tel. No. (062) 991-3815 / 991 – 7714

28 September 2023

Dr. Nelson P. Cabral
SUC President II
ZPPSU

Thru: Prof. Bonnie Andabon
VP for Research Development and Extension
ZPPSU

Sir;

Greetings of Peace and Prosperity!

The undersigned would like to request a "Memorandum Order" thru the office of the VP for Research Development and Extension of Prof. Bonnie Andabon about the utilization of Turnitin Similarity Checking with feedback studio capability which the University availed for a 3-year subscription of 1000 users (students) registration. This will be useful for the quality of the output of the thesis/capstone produced by the students of Zamboanga Peninsula Polytechnic State University in pursuit of excellence as mandated by the mission and vision of the University. Attached on this letter are the Turnitin Guidelines for the interpretation of originality report, Guidelines for Instructors/Professors, and Guidelines for Administrator.

Hoping for a favourable response regarding this matter. Thank you and More Power!

Respectfully yours,

Arvin V. Duhaylungsod, MEnggEd
Turnitin Administrator

Received 09/28/23

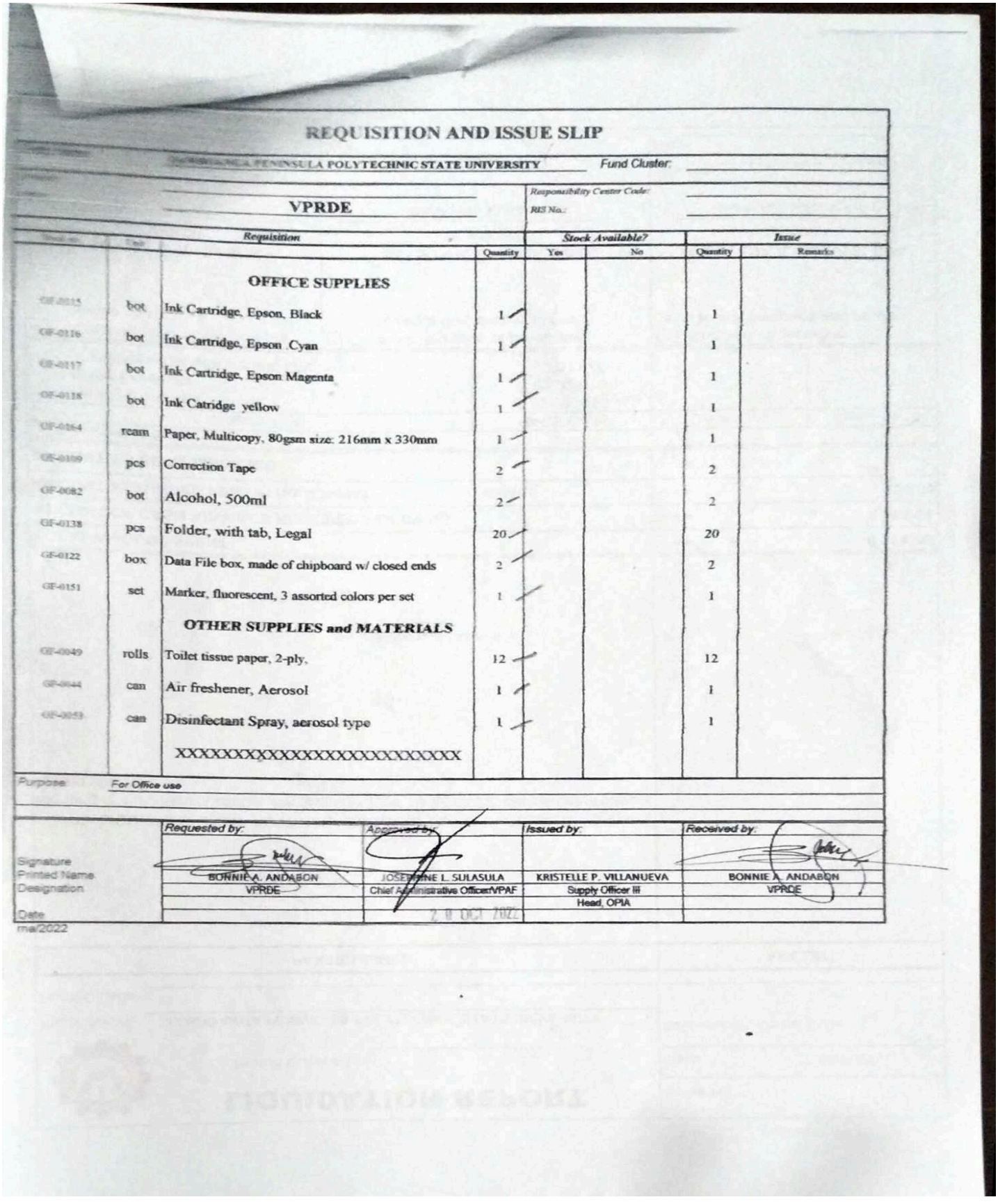
ZPPSU TURNITIN GUIDELINES FOR ADMINISTRATOR

1. The Administrator needs to create accounts for all faculty members of his University/Institution.
2. The faculty can only create a maximum of 1,000 student accounts for which the University/Institution subscribed to a 3-year plan.
3. The Administrator will maintain privacy and will not disclose any report to anyone except the concerned person and to the concerned authorities if required.
4. If the Instructor is involved in the screening of papers and theses of other authors then the Administrator shall report to the University authorities with evidence.

Prepared by:

Arvin V. Duhaylungsod, MenggED
Turnitin Administrator

S.2.2. workplace.



REQUISITION AND ISSUE SLIP

PENINSULA POLYTECHNIC STATE UNIVERSITY — Fund Cluster:

VPRDE — Responsibility Center Code: — RIS No.:

Stock No.	Unit	Requisition: Quantity	Stock Available? Yes	Stock Available? No	Issue: Quantity	Issue: Remarks
		OFFICE SUPPLIES				
OF-0115	bot	Ink Cartridge, Epson, Black — 1			1	
OF-0116	bot	Ink Cartridge, Epson .Cyan — 1			1	
OF-0117	bot	Ink Cartridge, Epson Magenta — 1			1	
OF-0118	bot	Ink Catridge yellow — 1			1	
OF-0164	ream	Paper, Multicopy, 80gsm size: 216mm x 330mm — 1			1	
OF-0109	pcs	Correction Tape — 2			2	
OF-0082	bot	Alcohol, 500ml — 2			2	
OF-0138	pcs	Folder, with tab, Legal — 20			20	
OF-0122	box	Data File box, made of chipboard w/ closed ends — 2			2	
OF-0151	set	Marker, fluorescent, 3 assorted colors per set — 1			1	
		OTHER SUPPLIES and MATERIALS				
OF-0049	rolls	Toilet tissue paper, 2-ply, — 12			12	
OF-0044	can	Air freshener, Aerosol — 1			1	
OF-0053	can	Disinfectant Spray, aerosol type — 1			1	
		XXXXXXXXXXXXXXXXXXXXXXXXXXX				

Purpose: For Office use

	Requested by:	Approved by:	Issued by:	Received by:
Signature				
Printed Name	BONNIE A. ANDABON	JOSEPHINE L. SULASULA	KRISTELLE P. VILLANUEVA	BONNIE A. ANDABON
Designation	VPRDE	Chief Administrative Officer/VPAF	Supply Officer III Head, OPIA	VPRDE
Date		28 OCT 2022		

rne/2022

REQUISITION AND ISSUE SLIP

Entity Name: ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY Fund Cluster:

Division:
Office: VPRE

Responsibility Center Code:
RIS No.:

Requisition				Stock Available?		Issue	
Stock no.	Unit		Quantity	Yes	No	Quantity	Remarks
		OFFICE SUPPLIES					
OF-0164	ream	Paper, Multicopy, 80gsm size: 216mm x 330mm	3			3	
OF-0163	rms	Paper, Multicopy, 80gsm, size: 210mm x 297mm	3			5	
OF-0122	box	Data File box, made of chipboard w/ closed ends	3			3	
OF-0181	pcs	Sign Pen, black, 0.5mm needle tip	2			2	
OF-0180	pcs	Sign Pen, blue, 0.5mm needle	2			2	
OF-0151	set	Marker, fluorescent, 3 assorted colors per set	1			1	
OF-0109	pcs	Correction Tape	2			2	
OF-0082	bot	Alcohol, 500ml	2			2	
OF-0095	box	Paper clip, vinyl/plastic coat, length: 32mm min. 100's/box	2			2	
OF-0159	pads	Notepad, stick on, 50mm x 76mm (2" x 3")	2			2	
OF-0177	pcs	Scissors, symmetrical, blade length: 70mm min.	1			1	
OF-0053	can	Disinfectant Spray, aerosol type	1			1	
OF-0115	bot	Ink Cartridge, Epson, Black	1			1	
OF-0145	jar	Glue, all purpose, gross weight: 200 grams min	1			1	
OF-0186	pc	Stapler, standard type, load cap: 200 staples min #35, SMART	1			1	
		OTHER SUPPLIES and MATERIAL					
OF-0045	can	Air freshener, Aerosol	1			1	
OF-0049	rolls	Toilet tissue paper, 2-ply,	12			12	
		SEMI-EXPANDABLES					
OF-0087	pc	Calculator, desktop compact, electronic, LCD display 12 digits	1			1	

Purpose: For office use

	Requested by:	Approved by:	Issued by:	Received by:
Signature				
Printed Name	BONNIE A. ANDABON	JOSEPHINE E. SULASULA	KRISTELLE P. VILLANUEVA	BONNIE A. ANDABON
Designation	Vice president and Research Extension	Chief Administrative Officer/APAF	Supply Officer III Head, OPIA	Vice president and Research Extension
Date		7/20/22		

ma/2022

Received by:
9/27/22

REQUISITION AND ISSUE SLIP

Entity Name: ZAMBOANGA PENINSULA POLYTECHNIC STATE UNIVERSITY Fund Cluster:

Division:

Office: RESEARCH OPERATIONS

Responsibility Center Code:

RRSP No.:

Stock no.	Unit	Requisition: Item Description	Quantity	Stock Available? Yes	Stock Available? No	Issue: Quantity	Issue: Remarks
		OFFICE SUPLIES					
GF-0164	reams	Paper, Multicopy, 80gsm size: 216mm x 330mm	2			2	
GF-0145	bot	Glue, all purpose, gross weight: 200 grams min	1			1	
GF-0109	pcs	Correction Tape	2			2	
GF-0174	pc	Ruler, plastic, 18"	1			1	
GF-0177	pc	Scissors, symmetrical, blade length: 70mm	1			1	
GF-0138	pcs	Folder, with tab, Legal	30			30	
GF-0128	pcs	Envelope, mailing, white with window, long, 500's/box, Nappco/Classic	30			30	
GF-0123	pcs	Envelope , documentary, A4, 500pc/box	30			30	Issued 10-20-22
GF-0186	pc	Stapler, standard type, load cap: 200 staples min #35, SMART	1			1	
GF-0185	box	Staple Wire, standard size, 26/6 5000 wires / box	2			2	
GF-0160	pads	Notepad, stick on, 76mm x 76mm (3" x 3")	5			5	
GF-0151	set	Marker, fluorescent, 3 assorted colors per set	1			1	
GF-0170	pcs	Record Book, 300 pages, size: 214mm x 278 mm min.	2			2	
GF-0171	pcs	Record Book, 500 pages, size: 214mm x 278 mm min.	2			2	
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					

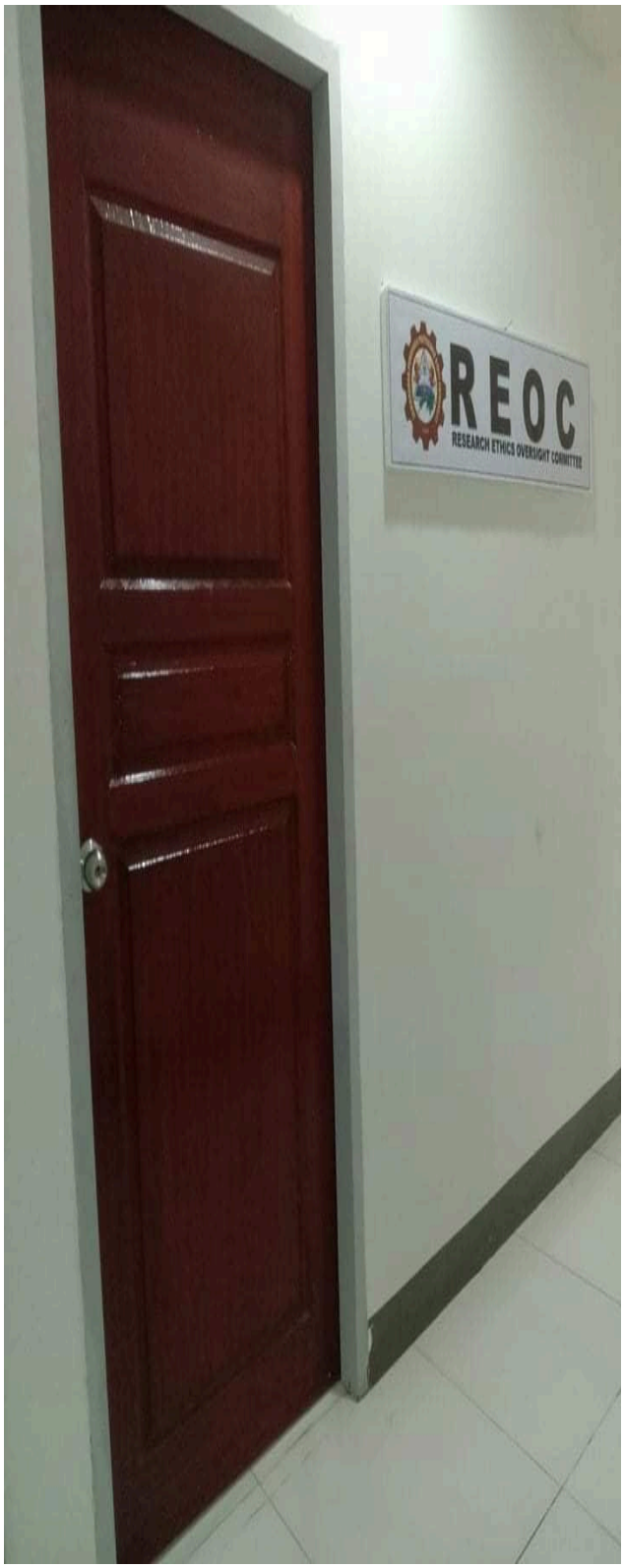
Purpose: For Office use

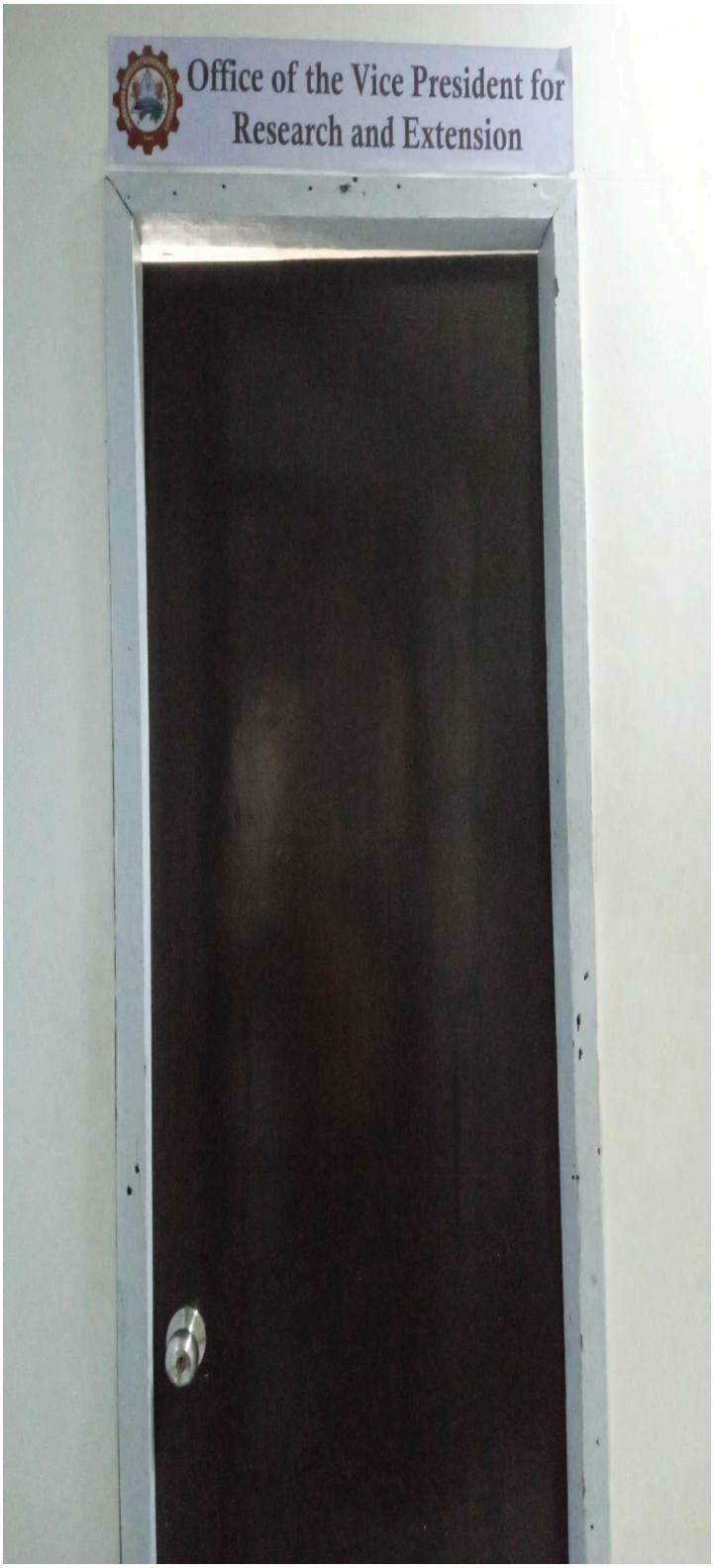
	Requested by:	Approved by:	Issued by:	Received by:
Signature				
Printed Name	JASON V. CHAVEZ	JOSEPHINE D. SULASULA	KRISTELLE P. VILLANUEVA	JASON V. CHAVEZ
Designation	Director, Research Operation	Chief Administrative Officer/VPAF	Supply Officer III Head, OPIA	Director, Research Operation
Date				

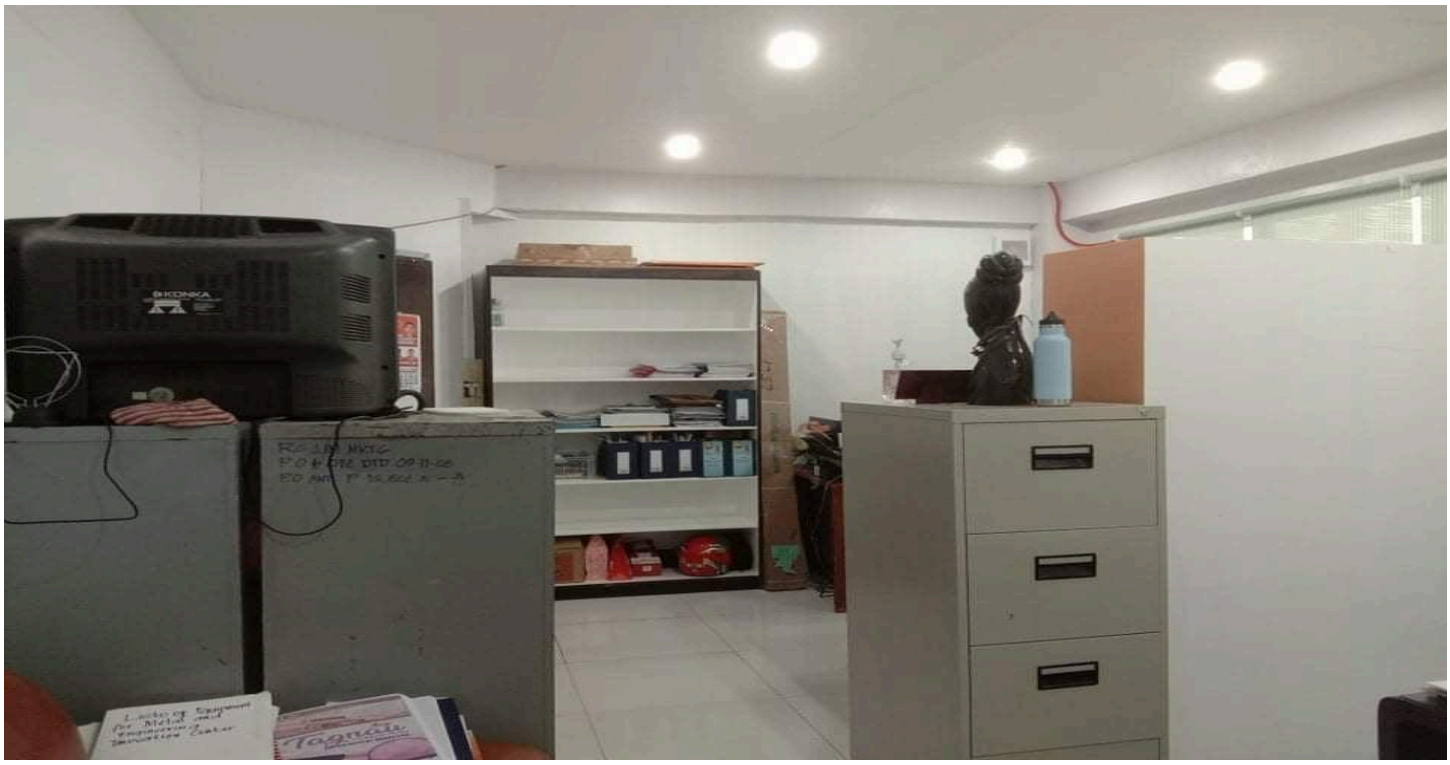
mai/2022

Received by: P. Alejandro 10-20-22




REOC
RESEARCH ETHICS OVERSIGHT COMMITTEE


Office of the Vice President for
Research and Extension


KONKA


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