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PR-2022-1025-71434

OP 10/27/22



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

PURCHASE REQUEST

PR No.: **GF-2022-10-02157**Date: **10-25-2022**

Category: **Office Furniture
& Fixture**

Project Title/Code: **Completion and Refurbishing of
the Old Library Annex Building (Office Equipment
Outlay)-2023**

Dept./Office: **DepStat**Section/End-User: **Monna E. Bengalan**Funding Source: **General Fund - CO**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	3 sets modern indoor lounging set with water dispenser, coffee table, coffee maker and chairs	sets	1	120,000.00		120,000.00

Specification:

Lounging set: Leather Fabric with the dimensions in attached picture.

Coffee table with coffee machine and water dispenser:

coffee machine with brewer and bean grinder specs: LED display screen, removable and washable high density filter, water tank capacity 1.2L, fully automatic, stainless steel body.

Water dispenser: can have hot and cold water, modern digital display

2	Computer tables with chair	lot	1	220,500.00		220,500.00
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Specification:

50 pieces of tables and chairs

Table:

Material: Alloy steel frame

Table Top: E1 solid wood particle board?

With provision for CPU

Size: 80*60*74cm

Strong load-bearing

Waterproof, corrosion-resistant and wear-resistant

High-temperature resistance without deformation

Paint-thickened steel frame

Chairs

Clerical chair without armrest

Materials: Fabric back and seat rest, chrome star base

Dimension: 38W X40D X77-85H CM

Accessories: Gas lift for height adjustment, caster wheels

Color: Gray

3	Conference Table set with chairs	sets	2	65,000.00		130,000.00
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Specification:

Table: High Quality Laminated Finish Ready Made, NOT more or less: 4200*1600*750 mm

Swivel Chair: faux leather chair, tilt lock mechanism, 360° Swivel Function, pneumatic height adjustment, Chromed Steel 5 prong starbase with nylon casters, 15 chairs.






4	L-shape modern design computer desk	set	1	67,500.00		67,500.00
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Specification:

Size - 120cm(L) x 100cm(W) x 74cm(H), Bearing 250lbs. Offering a large space for multiple monitors, pc setup, or other essential home office supplies

	TOTAL					538,000.00
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Purpose: For office use

Checked by:  LEO A. MAMOLO TWG - Office Furniture & Fixture		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  MONNA E. BENGALAN END USER	Noted by:  MAY ANN E. PALEN UNIT HEAD, PROJECT LEADER	Approved by:  EDGARDO E. TULIN PRESIDENT, VSU