



STF-2020-10-00515

PPMP #: 101-1-222-2021-8-0-4



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

## PURCHASE REQUEST

Dept./Office: **REGISTRAR**PR #: **STF-2020-10-00515** /0671Date: **10-15-2020**Section/End-User: **Arnulfo T. Galenzoga**Category: **Office Furniture & Fixture**Funding Source: **Special Trust Fund**Project Title/Code: **STF - Transcript of Records**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office chair, with arm rest	pc	7	5,000.00	JOAN ROSEMARIE A. BANZON	35,000.00

**Specification:**

- at least (580mmx600mx890-990mm)
- Butterfly Mechanism = 360 Degree Swivel Seat
- Backrest: Polypropylene (Pp) Plastic With New Foam Covered With Mesh Fabric
- Seat: Plywood Seatpad With Injection Molded Foam, Covered With Polyester Fabric
- Arm: Polypropylene plastic
- Base: Chrome finish, Adjustable lumbar support, pneumatic seat height adjustment

	<b>TOTAL</b>					<b>35,000.00</b>
--	--------------	--	--	--	--	------------------

Purpose: For office use

Checked by:  <b>NORMAN O. VILLAS</b> TWG - Office Furniture & Fixture		Funds Available:  <b>MYRNA S. PANCITO</b> HEAD, BUDGET OFFICE	
Signature:	Requested by:  <b>ARNULFO T. GALENZOGA</b>	Noted by:  <b>MARWEN A. CASTAÑEDA</b>	Approved by:  <b>EDGARDO E. TULIN</b>
Printed Name:	<b>ARNULFO T. GALENZOGA</b>	<b>MARWEN A. CASTAÑEDA</b>	<b>EDGARDO E. TULIN</b>
Designation:	<b>END USER</b>	<b>UNIT HEAD, PROJECT LEADER</b>	<b>PRESIDENT, VSU</b>