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PR-2025-0121-247939



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-011625-0854**PR No.: **GF-2025-01-00062**Date: **01-21-2025**Dept./Office: **ORDENS**Category: **Office Furniture
& Fixture**Section/End-User: **Monica E. Sacmar**Funding Source: **General Fund - MOOE**Project Title/Code: **RDE Network.A.III.C**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|--|------|-----|-----------|---------|------------|
| 1 | Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves, | pc | 1 | 12,000.00 | | 12,000.00 |

Specification:

- **Type:** Display Cabinet, Filing Cabinet
- **Dimensions:** 900 mm (W) x 450 mm (D) x 1850 mm (H)
- **Finish:** Powder coated
- **Features:** Adjustable shelves

| | | | | | | |
|--|--------------|--|--|--|--|------------------|
| | TOTAL | | | | | 12,000.00 |
|--|--------------|--|--|--|--|------------------|

Purpose: Office use for 2025

| | | | |
|---------------|----------------------------------|------------------|----------------------------------|
| Checked by: | | Funds Available: | |
| | PAULINE S. CAINTIC | | ALICIA M. FLORES |
| | TWG - Office Furniture & Fixture | | HEAD, BUDGET OFFICE |
| Signature: | | Noted by: | |
| Printed Name: | MONICA E. SACMAR | | SANTIAGO T. PEÑA JR. |
| Designation: | | | UNIT HEAD, PROJECT LEADER |
| | | Approved by: | |
| | | | PROSPERO G. YEPES |
| | | | PRESIDENT, VSU |