



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-012425-0899**PR No.: **TF-2025-01-00095**Date: **01-27-2025**Dept./Office: **PCC**Category: **Office Furniture  
& Fixture**Section/End-User: **Mariles V. Bulawan**Project Title/Code: **PCC-407/ DHB**Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Swivel Chair, high quality</b>	unit	1	8,000.00		8,000.00

### Specification:

#### Minimum Specifications:

- Dimension (WDH): 650mm x 650mm x 850 mm
- Height Adjustable up to: 940 mm
- Back Rest: Mesh Fabric in Nylon Fiberglass Frame with 3D-PP Back Support
- Seat: Density Mold Foam Cushion Fabric Seat
- Armrest: PU Adjustable
- With tilting mechanism
- Base: Metal Chrome Star Base
- Casters: Floor-safe PU Casters
- Color: Black
- Weight capacity: 110kg

	<b>TOTAL</b>					<b>8,000.00</b>
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Purpose: For Micro Laboratory used

Checked by:  <b>VIVIAN V. BALBARINO</b>		Funds Available:  <b>NICK FREDDY R. BELLO</b>	
TWG - Office Furniture & Fixture <i>Q. 1-27-25</i>		HEAD, ACCOUNTING OFFICE	
Signature:	Prepared by:  <b>MARILES V. BULAWAN</b>	Noted by:  <b>IVY FE M. LOPEZ</b>	Approved by:  <b>PROSE IVY G. YEPES</b>
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			