

F/HS

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PR-2023-1113-155877



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

PURCHASE REQUEST

PPMP No. : 138-1-1242-2023-9-0-60

PR No.: STF-2023-11-02736

Date: 11-13-2023

Dept./Office: VIHS

Category: **Office Furniture
& Fixture**

Section/End-User: **Guada Fe D. Amihan**

Funding Source: **Special Trust Fund**

Project Title/Code: **Office Supplies Additional 2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet, 4 drawers, Dark Green	pcs	5	8,500.00		42,500.00
Specification: ?at least 45.2x 62 x 133.1cm (LWH) ?Vertical ?preferably dark green color						
TOTAL						42,500.00
Purpose: Office Supplies Additional 2023						
Checked by: LEO A. MAMOLO TWG - Office Furniture & Fixture				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by: GUADA FE D. AMIHAN		Noted by: SHALOM GRACE C. SUGANO		Approved by: EDGARDO E. TULIN 11/15/2023	
Printed Name:	GUADA FE D. AMIHAN		SHALOM GRACE C. SUGANO		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	