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PR-2022-0912-62415



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

PURCHASE REQUEST

Dept./Office: **OHIAO**PR No.: **GF-2022-09-01564**Date: **09-12-2022**Section/End-User: **Ana Marquiza M. Quilicot**Category: **Office Furniture
& Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **OHIA-Office Equipment's for 2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	2	11,000.00		22,000.00
Specification: ?size of the product is W=46CM,L=62CM,H=133CM(1 inch=2.54CM), ? 37KG Pure steel product. ?The steel thickness of the file cabinet is 0.7-1.2mm ?4 Drawers steel vertical filing cabinet						
TOTAL						22,000.00
Purpose: for office use						
Checked by: LEO A. MAMOLO TWG - Office Furniture & Fixture				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	ANA MARQUIZA M. QUILICOT		ANA MARQUIZA M. QUILICOT		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	