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PR-2025-0813-290972



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-071725-1312**PR No.: **GF-2025-08-00986**Date: **08-13-2025**Dept./Office: **DECEEd**

Category: **Office**
Equipment and Appliances

Section/End-User: **Noreen Kaye N. Aure**

Project Title/Code: **DECEEd GF Incentives from the**
topnotchers and 100% passing rate LEPT

Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Laminator Machine, A3	unit	1	5,000.00		5,000.00

Specification:

- **Type:** Laminator Machine
- **Size Compatibility:** A3 & A4
- **Features:**
 - Heavy-duty construction
 - Infrared heating system
 - Adjustable temperature control
 - Overheating protection

2	1.0 HP Window Type Aircon inverter	unit	1	19,000.00		19,000.00
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Specification:

- - **Cooling Capacity:** 9,250 Kj/hr
 - **Power:** 935 W
 - **Energy Efficiency Ratio (EER):** 9.9
 - **Refrigerant Type:** R410A
 - **Energy Savings Plug**
 - **12-Hour Mechanical Off Timer**
 - **Compressor Protection**
 - **Unit Dimensions:** 470 mm (W) x 330 mm (H) x 596 mm (D)
 - **Recommended Cooling Area:** 13 to 18 sq. m.

Warranty

- 1 Year Parts & Labor
- 5 Years Compressor
- Free 1-time cleaning within 1 year

with free installation

TOTAL				24,000.00	
Purpose: For office supplies					
Checked by:  NORMAN O. VILLAS			Funds Available:  ALICIA M. FLORES <i>CPMW-25</i>		
TWG - Office Equipment and Appliances			HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:	Approved by:		
Printed Name:	 NOREEN KAYE N. AURE	 ROSARIO P. ABELA	 PROSE IVY G. YEPES		
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		