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PR-2024-0905-221130



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

## PURCHASE REQUEST

PPMP No. : PPMP-2024-082224-0371

PR No.: STF-2024-09-01670

Date: 09-05-2024

Dept./Office: PPO

Category: Office Furniture  
 & Fixture

Section/End-User: Mario C. Bantugan

Project Title/Code: FOR FURNITURE SHOP MATERIALS

Funding Source: Special Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/CS	Total Cost
1	Drawer lock with 2 keys, 19 x 32 mm, High Quality Zinc Alloy Material	pcs	100	170.00		17,000.00
2	Hudson, top coat	liter	20	550.00		11,000.00
<b>TOTAL</b>						<b>28,000.00</b>

Purpose: Furniture shop

Checked by:  <b>CLINT C. SARWIDA</b>		Funds Available:  <b>ALICIA M. FLORES</b>	
TWS - Office Furniture & Fixture		HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Prepared by:  <b>MARIO C. BANTUGAN</b>	Noted by:  <b>MARLON G. BURLAS</b> UNIT HEAD, PROJECT LEADER	Approved by:  <b>PROSE IVY G. YEPES</b> PRESIDENT, VSU