



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

PURCHASE REQUEST

Dept./Office: **DDC**

Section/End-User: **Liza Ann C. Jagonos**

Funding Source: **General Fund - MOOE**

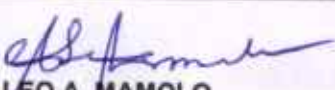
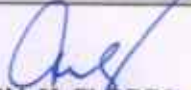



PR No.: **GF-2022-09-01285**

Date: **09-01-2022**

Category: **Office
Equipment**

Project Title/Code: **DDC-2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Heavy Duty Combo Binding Machine	unit	1	18,000.00		18,000.00
Specification: ?Specs: ?Maximum Punching Sheets: 25 ?Max Size: LS, F4, A4, Extra Long ?Selectable Punching Pins: 24 slots ?Net Weight: 12.5kgs						
2	Laminator Machine, A3	unit	1	5,000.00		5,000.00
Specification: ?Heavy Duty, for A3 & A4 size, infrared heating system and adjustable temperature control with overheating protection						
3	Vacuum Cleaner	unit	1	12,500.00		12,500.00
Specification: <ul style="list-style-type: none"> • Operation: Cordless operation/usage • Function: Suction + Sweep • Maximum suction power: at least 150AW • Storage: at least 600ml Dust Bin • Battery: at least 3000mAh • Power Requirement: 220-240V • HEPA Filter - PM 0.3 dust and mite removal (washable) • Inclusion: multi-function compatible brush head 						
TOTAL						35,500.00
Purpose: For office use						

Requested by:  LEO A. MAMOLO TWG - Office Equipment		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE ¹⁰⁰ 301	
Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	LIZA ANN C. JAGONOS	EDITHA G. CAGASAN	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU 9/14/18