



PURCHASE REQUEST

Dept./Office: **OVPAF**PR #: **STF-2021-08-00597**Date: **08-10-2021**Section/End-User: **Maria Roberta S. Miraflor**Category: **Office Furniture & Fixture**Funding Source: **Special Trust Fund**Project Title/Code: **OVPAF-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Metal Storage Shelves	pc	10	7,500.00	MARIA ROBERTA S. MIRAFLOR	75,000.00

Specification:

- Full Steel,
- 5 layer shelves storage,
- boltless,
- keyhole locking system,
- 500kg capacity,
- fully adjustable shelves,
- wire/steel shelves,
- Plastic floor protectors,
- powder coated paint,
- 1830mm H x 914mm W x 406mm D

TOTAL	75,000.00
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Purpose: open shelves for personnel records

Checked by:

NORMAN O. VILLAS

TWG - Office Furniture & Fixture

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

MARIA ROBERTA S. MIRAFLOR**END USER**

Noted by:

DANIEL LESLIE S. TAN
UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN
PRESIDENT, VSU