

SCAN HERE



PR-2024-1007-228098



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0601**PR No.: **GF-2024-10-02192**Date: **10-07-2024**Dept./Office: **IMDO**Category: **Office Furniture  
& Fixture**Section/End-User: **Danica R. Borci**Project Title/Code: **IMDO-2025**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>3 layer magazine tray/storage/desk organizer/holder/rack</b>	pcs	4	300.00		1,200.00

**Specification:**

- Packing: 1 X 1pcs magazine tray
- Material: stainless steel black paint
- Color: Black
- Product Size: 27cm X 30cm
- Design: 3 layer

2	<b>Basic Adjustable Black Curtain Rod</b>	piece	2	500.00		1,000.00
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**Specification:**

Made of solid steel pole with high-quality finials. The length of the curtain rod can be adjusted to fit the window.

Pole Diameter: 3/4 Inch

Curtain Rod Adjustable Width: 66-120 Inches

Materials: Aluminum


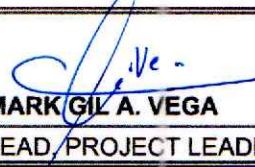
Color: Black

Weight capacity: 10 kgs

	<b>TOTAL</b>					<b>2,200.00</b>
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Purpose: **IMDO Office Furniture & Fixture**

Checked by:		Funds Available:	
	<b>PAULINE S. CAINTIC</b>		<b>ALICIA M. FLORES</b>
	<b>TWG - Office Furniture &amp; Fixture</b>		<b>HEAD, BUDGET OFFICE</b>

Signature:	Prepared by: 	Noted by: 	Approved by: 
Printed Name:	<b>DANICA R. BORCI</b>	<b>MARK GIL A. VEGA</b>	<b>PROSEMY G. YEPES</b>
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU