

SCAN HERE



PR-2023-1211-162135



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

## PURCHASE REQUEST

PPMP No. : **112-2-1671-2023-11-0-0**

PR No.: **GF-2023-12-02938**

Date: **12-11-2023**

Dept./Office: **BAC**

Category: **Office Furniture  
& Fixture**

Section/End-User: **Arjanery B. Antofina**

Funding Source: **General Fund - CO**

Project Title/Code: **Smart Campus CA-CO Savings**

| Item # | Item Description                              | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|-----------------------------------------------|------|-----|-----------|---------|------------|
| 1      | Executive Chairs, Visitor Chairs and Sofa Set | lot  | 1   | 90,000.00 |         | 90,000.00  |

**Specification:**

**EXECUTIVE CHAIR: 2 units**

- executive Heavy Duty Chair
- Double-layer cushion with leatherette armrest
- High back design
- With back-rest reclining adjustment and knee tilt mechanism



**VISITOR CHAIRS: 2 units**

- Leatherette back and seat
- fixed armrest
- color: black



**Sofa Set, Leather (1)**

- Seat Material: Leather
- Color: Black;
- Frame Material: Wood
- Set: 1 unit - 3 seater sofa, 4 units - 1 seater sofa
- Dimension: 3 seater - 175(W) x 76(D) x 82(H) cm, 1 seater - 74(W) x 76(D) x 82(H) cm,

• 1 coffee/center table - 28(W) x 52(D) x 17(H) inches

**TOTAL**

**90,000.00**

Purpose: for office use

Checked by:

*[Signature]*  
SHALOM GRACE C. SUGANO  
~~NILO L. LEORNA~~

Funds Available:

*July 3*  
*[Signature]* ALICIA M. FLORES *ff-sc*  
HEAD, BUDGET OFFICE

TWG - Office Furniture & Fixture

Signature:

Printed Name:

Designation:

Requested by:

*[Signature]*  
ARJANERY B. ANTOFINA

END USER

Noted by:

*[Signature]*  
JESSAMINE C. ECLEO

UNIT HEAD, PROJECT LEADER

Approved by:

*[Signature]*  
*[Signature]* DANIEL LESLIE S. TAN *nl*

OIC-PRESIDENT, VSU