



GF-2020-10-00386

PPMP #: 44-5-679-2021-7-0-0



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

PURCHASE REQUEST

Dept./Office: **DepStat**PR #: **GF-2020-10-00386** 11257Date: **10-14-2020**Section/End-User: **Virgelio M. Alao**Category: **Office Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **DEPSTAT-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ceiling fan	pc	2	2,500.00	VIRGELIO M. ALAO	5,000.00
Specification: • Orbit type • metal blade 16" • three speed controller						
2	Water Dispenser, Cabinet type	pc	1	10,000.00	VIRGELIO M. ALAO	10,000.00
Specification: • Floor standing • Hot and cold function • plastic body, high efficiency compressor • thermally protected						
TOTAL						15,000.00
Purpose: For DepStat use.						
Checked by: LEO A. MAMOLO TWG - Office Equipment				Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE 10/16/20		
Signature:	Requested by: VIRGELIO M. ALAO		Noted by: VIRGELIO M. ALAO		Approved by: EDGARDO E. TULIN	
Printed Name:	VIRGELIO M. ALAO		VIRGELIO M. ALAO		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	