



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0016**

PR No.: **GF-2024-10-01951**

Date: **10-04-2024**

Dept./Office: **ASO**

Category: **Office**

Section/End-User: **Elizabeth A. Itallo II**

Equipment and Appliances

Funding Source: **General Fund - MOOE**

Project Title/Code: **ASO PPMP-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	heavy duty foldable table	pcs	1	3,000.00	RYSAN C. GUINOCOR	3,000.00

Specification:

- **Size:** 6 ft (180 x 70 x 74 cm)
- **Table Top Material:** High-density polyethylene (HDPE)
 - **Features:**
 - Stain resistant
 - UV protected
 - Easy to clean
- **Frame Material:** Coated steel
 - **Features:**
 - Rust resistant
 - Powerful and durable
- **Design:**
 - **Foldable:** Folds in half for easy storage
 - **Weight:** Lightweight for easy handling

	TOTAL					3,000.00
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Purpose: FOR OFFICE USE

Checked by: NORMAN O. VILLAS		Funds Available: ALICIA M. FLORES m.25	
TWG - Office Equipment and Appliances		HEAD, BUDGET OFFICE	
Signature:	Prepared by: ELIZABETH A. ITALIO II	Noted by: RYSAN C. GUINOCOR	Approved by: PROSE IVY G. YEPES
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			