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PR-2022-0914-63265



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

PURCHASE REQUEST

Dept./Office: **GDO**PR No.: **GF-2022-09-01764**Date: **09-14-2022**Section/End-User: **Benjielyn D. Carpio**Category: **Office Furniture
& Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **GDO_2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office chair, with arm rest	pc	1	5,000.00		5,000.00

Specification:

- ?at least (580mmx600mx890-990mm)
- ?Butterfly Mechanism = 360 Degree Swivel Seat
- ?Backrest: Polypropylene (Pp) Plastic With New Foam Covered With Mesh Fabric
- ?Seat: Plywood Seatpad With Injection Molded Foam, Covered With Polyester Fabric
- ?Arm: Polypropylene plastic
- ?Base: Chrome finish, Adjustable lumbar support, pneumatic seat height adjustment

2	Office Table with 3 drawers, 150cm (W)x 70cm (D) x 75cm (H)	unit	1	14,999.00		14,999.00
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Specification:

- ?Office Table, 3-drawers side by side, 1 drawer at the center, material: wood

	TOTAL					19,999.00
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Purpose: office furniture and fixture

Checked by: LEO A. MAMOLO TWG - Office Furniture & Fixture	Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE
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Signature: Printed Name: Designation:	Requested by: BENJIELYN D. CARPIO END USER	Noted by: ALLEN GLENNIE P. LAMBERT UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU
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