



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

PURCHASE REQUEST

PPMP No. : 59-1-2047-2023-7-0-15

Dept./Office: **OVPAF**

PR No.: **STF-2023-08-01741**

Date: **08-15-2023**

Section/End-User: **Frances Ann A. Santos**

Category: **Office Equipment**

Funding Source: **Special Trust Fund**

Project Title/Code: **OVPAF 2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Microphone stand	set	1	1,656.00	DANIEL LESLIE S. TAN	1,656.00

Specification:

-Specifications:

Heavy duty die-cast aluminum base

Steel tube body

Oversized height adjustment clutch

Strong steel boom clutch

Two cable clips

2 Mic Holder

TOTAL						1,656.00
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Purpose: For office use.

Checked by:		Funds Available:	
 NILO L. LEORNA		 ALICIA M. FLORES	
TWG - Office Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	FRANCES ANN A. SANTOS	DANIEL LESLIE S. TAN	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU