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PR-2024-1007-228307

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

PURCHASE REQUEST

PPMP No. : PPMP-2025-092524-0475

PR No.: GF-2024-10-02238

Date: 10-07-2024

Dept./Office: DSS

Category: Office

Section/End-User: Emelita S. Pausanos

Equipment and Appliances

Funding Source: General Fund - MOOE (Tier 2)

Project Title/Code: DSS GAA 2025

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ceiling fan	pc	10	2,500.00		25,000.00
Specification: • Type: Orbit • Blade Material: Metal • Blade Size: 16 inches • Speed Controller: Three-speed						
2	Electric fan	pc	15	2,500.00		37,500.00
Specification: Electric Stand Fan Features • Type: Stand Fan • Blade Size: 16 inches • Blade Material: Metal • Height Adjustment: Adjustable • Speed Settings: Three-speed controller						
TOTAL						62,500.00
Purpose: DSS High Ed 2025 PSB 7 & 8						
Checked by: NORMAN O. VILLAS				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
TWG - Office Equipment and Appliances						
Signature:	Prepared by:		Noted by:		Approved by:	
Printed Name:	EMELITA S. PAUSANOS		DEEJAY M. LUMANAO		PROSE IVY G. YEPES	
Designation:			UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	