



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

## PURCHASE REQUEST

PPMP No. : **152-5-637-2023-10-0-4**

PR No.: **GF-2023-03-00397**

Date: **03-15-2023**

Dept./Office: **OVPREI**

Category: **Office Furniture  
& Fixture**

Section/End-User: **CAROLINE B. ANDUYAN**

Funding Source: **General Fund - MOOE**

Project Title/Code: **2023 OVPREI.A.III.C**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>4 drawer lateral office cabinet</b>	pc	1	16,500.00		16,500.00

**Specification:**

The specification are the following: color gray, with Anti Tilt mechanism, 2 Hanging bars in per drawer, 3 sections slide rails, Electrolastatic powder coate, tthickness: Gauge 24, and Size: 1320mm(h) x 900mm(w) x 450mm(d).

2	<b>Ergonomic Office Chair</b>	unit	1	14,500.00		14,500.00
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**Specification:**

**?Features**

?Full Back Reclining with 3 position locking function

?Height & Angle Adjustable Headrest

?Height & Angle Adjustable Armrest

?Height Adjustable Lumbar Support

?Waterfall Seat

?Gaslift

?Anti-skid wheels

**?Material**

?Seat: Waterfall Seat, Nylon Mesh

?Back Seat: nylon Mesh

?Caster wheels: 60mm BIFMA PU nylon wheels"

?Frame: Nylon Back Frame

?Weight

?Box size: 74 x 39 x 64 cm

?Headrest

?Headrest Angle Max Adjustment: 320 degree angles

**?Lumbar Support**

?Height of Lumbar Support: 12.8 cm from bottom of backrest

?Lumbar Support Height Adjustability: 5 cm

**?Arm Rest**

?Arm Rest Height: 20.5-28.5 cm

?Arm Rest Angle:15 degrees inward and 15 degrees outward

**?Overall Chair**

?Maximum Recline: 124 degrees

?Reclines at 3 positions: 102, 113, and 124 degrees

?Chair Height: 117-126cm

?Seat Depth: 47 cm

?Backrest Load Capacity: 175 kg

?Seat Load Capacity: 125 kg

**TOTAL**

**31,000.00**

Purpose: Office use

Checked by:

**NILO L. LEORNA**

Funds Available:

**ALICIA M. FLORES**

TWG - Office Furniture & Fixture

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

**CAROLINE B. ANDUYAN**

END USER

Noted by:

**MARIA JULIET C. CENIZA**

UNIT HEAD, PROJECT LEADER

Approved by:

**EDGARDO E. TULIN**

PRESIDENT, VSU