



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



PURCHASE REQUEST

PR No.: **GF-2022-11-02237**

Date: **11-04-2022**

Dept./Office: **PO**

Section/End-User: **Jessamine C. Ecleo**

Funding Source: **General Fund - CO**

Category: **Office Furniture
& Fixture**

Project Title/Code: **GAD 2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	1 Lot Chairs	lot	1	70,000.00	JESSAMINE C. ECLEO	70,000.00
Specification: Consists of the following: 1. Office Visitor Chair (22 pcs) - Dimension: W59 x D47 x H82 cm; Backrest: 13mm thick plywood with 25mm thick foam covered with PVC fabric; Seat: 13mm thick plywood with 50mm thick foam covered with PVC fabric; Leg: D-19mm, thickness metal tube in chrome finish 2. High Back Executive Chair (2 pcs) - High back chair with armrest and headrest; Materials: backrest - mesh/net; seatrest - fabric, PVC armrest and chrome starbase; Accessories: gaslift, caster wheel; Color: Black and Beige 3. Multi-Purpose Chair (10 pcs) - practical utility chair with metal frame and plastic shell cover; Seat size: 45 (W) x 43 (D) cm; Back size: 45 (W) x 33 (H) cm; Color: Black; Dimensions: 54 (W) x 57 (D) x 78 (H) cm						
2	1 Lot Office Steel Rack	lot	1	110,000.00	JESSAMINE C. ECLEO	110,000.00
Specification: Consists of 10 units office steel racks; steel rack shelves (5 layers); Columns are split into 2 pcs for easy transport (collapsible); 100 kilos per layer; 5 layers boltless warehouse rack shelves shelf; 40cm x 120cm x 200cm; Color: Beige or White						
3	1 Lot Tables	lot	1	134,600.00	JESSAMINE C. ECLEO	134,600.00
Specification: Consists of the following: 1. Conference Table (3 units) Measurements: W180 x D120 x H75 cm, Melamine Board Top, Durable powder coated stainless steel frame, Color: Teak 2. Office Table (2 units) Freestanding table, Melamine Board, Color: Teak, Measurements: 35W x 18D x 30H inches 3. Movable Coffee Table (1 unit) 3 layers with 1 drawer, wood, color: teak						
4	1 Lot Vertical Window Blinds	lot	1	74,500.00	JESSAMINE C. ECLEO	74,500.00
Specification:						

Color: Grey

For:

1. Window 1: 125cm (H) x 364cm (W)
2. Window 2: 125cm (H) x 358cm (W)
3. Window 3: 125cm (H) x 225cm (W)
4. Window 4: 125cm (H) x 345cm (W)
5. Window 5 (Horizontal): 271cm (H) x 62cm (W)


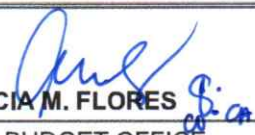



5	Lounge Sofa Set	set	1	60,000.00	JESSAMINE C. ECLEO	60,000.00
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Specification:

Seat Material: Leather, Gray; Frame Material: Wood, Black; Set: 1 unit - 3 seater sofa, 4 units - 1 seater sofa; Dimension: 3 seater - 175(W) x 76(D) x 82(H) cm, 1 seater - 74(W) x 76(D) x 82(H) cm, 1 coffee/center table - 28(W) x 52(D) x 17(H) inches

	TOTAL					449,100.00
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Purpose: For Coop Building

Checked by:  LEO A. MAMOLO TWG - Office Furniture & Fixture		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by:  JESSAMINE C. ECLEO	Noted by:  JESSAMINE C. ECLEO	Approved by:  EDGARDO E. TULIN
Printed Name:	JESSAMINE C. ECLEO	JESSAMINE C. ECLEO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU