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PR-2023-0513-117226



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

PURCHASE REQUEST

PPMP No. : 133-1-614-2023-7-0-0

PR No.: STF-2023-05-00858

Date: 05-13-2023

Dept./Office: OVPSAS

Category: Office Furniture
& Fixture

Section/End-User: Sheila Marie C. Lemos

Funding Source: Special Trust Fund

Project Title/Code: OVPSAS-STF-2023

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Filing cabinets, 2 doors good quality , 5 shelves W-90 CM X D - 40 CM X H-185 CM	pcs	1	15,000.00	SHEILA MARIE C. LEMOS	15,000.00
Specification: ?Filing cabinets, 2 doors good quality , 5 shelves ?W-90 CM X D -40 CM X H-185 CM ?Material: Metal						
2	Monoblock Chair all gray or all white in color	pcs	20	500.00	NORBERT JOHN O. VILLAS	10,000.00
Specification: ?Durable Quality Monoblock chair ?Dimensions Seat Width: 375 mm Seat Depth: 330 mm Front Legs Distance: 355 mm Side Legs Distance Left: 378 mm Side Legs Distance Right: 378 mm Back Legs Distance: 210 mm Back Rest Height: 779 mm Seat Back Height: 405 mm Seat Height: 376 mm Gross Weight: 2.25 kgs						
TOTAL						25,000.00
Purpose: office use						
Checked by:				Funds Available:		
NILO L. LEORNA				ALICIA M. FLORES		
TWG - Office Furniture & Fixture				HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:		Approved by:		
Printed Name:	SHEILA MARIE C. LEMOS	ALELI A. VILLOCINO		EDGARDO E. TULIN		
Designation:	END USER	UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		

PRINCESS REY ANN LENE E. ROMO
 Student Regent, Visayas State University