



## PURCHASE REQUEST

Dept./Office: **OVPREI**PR #: **STF-2021-09-00858**Date: **09-06-2021**Section/End-User: **Kimberly V. Caingcoy**Category: **Office Furniture & Fixture**Funding Source: **Special Trust Fund**Project Title/Code: **OVPREI-ATR-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office chair, with arm rest	pc	1	5,000.00	KIMBERLY V. CAINGCOY	5,000.00

**Specification:**

- at least (580mmx600mx890-990mm)
- Butterfly Mechanism = 360 Degree Swivel Seat
- Backrest: Polypropylene (Pp) Plastic With New Foam Covered With Mesh Fabric
- Seat: Plywood Seatpad With Injection Molded Foam, Covered With Polyester Fabric
- Arm: Polypropylene plastic
- Base: Chrome finish, Adjustable lumbar support, pneumatic seat height adjustment

<b>TOTAL</b>						<b>5,000.00</b>
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Purpose: For daily use of ATR

Checked by:  <b>NORMAN O. VILLAS</b> TWG - Office Furniture & Fixture	Funds Available:  <b>ALICIA M. FLORES</b> <i>partly</i> HEAD, BUDGET OFFICE <i>TF-PS</i>
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Signature: Printed Name: <b>KIMBERLY V. CAINGCOY</b> Designation: <b>END USER</b>	Requested by: 	Noted by:  <b>MA. JULIET C. CENIZA</b> UNIT HEAD, PROJECT LEADER	Approved by:  <b>EDGARDO E. TULIN</b> PRESIDENT, VSU
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