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PR-2025-0326-263253



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-020625-0952**PR No.: **GF-2025-03-00421**Date: **03-26-2025**Dept./Office: **CaO**Category: **Office Furniture  
& Fixture**Section/End-User: **Valerie C. Valenzona**Project Title/Code: **CaO-2025\_Supplemental**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Combination lock with Install(vault)</b>	piece	1	18,000.00		18,000.00
<b>Specification:</b> Combination lock for Vault with Installation Services						
2	<b>New Camp Lock for Vault</b>	pc	1	4,000.00		4,000.00
<b>Specification:</b> Installation of New Camp Lock for Vault. Force to open Camp lock panel door						
<b>TOTAL</b>						<b>22,000.00</b>
Purpose: For vault repair						
Checked by: <b>VIVIAN V. BALBARINO</b> TWG - Office Furniture & Fixture <i>8/27/25</i>				Funds Available: <b>ALICIA M. FLORES</b> <i>10-25</i> HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:		
Printed Name:	<b>VALERIE C. VALENZONA</b>	<b>QUEEN-EVER Y. ATUPAN</b>		<b>PROSE IVY G. YEPES</b>		
Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		