



## PURCHASE REQUEST

Dept./Office: **IASO**PR #: **GF-2021-09-01006**Date: **09-14-2021**Section/End-User: **Arlin B. Flandez**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **IASO-21**

| Item #   | Item Description                        | Unit                             | Qty | Unit Cost   | PAR/ICS                 | Total Cost      |
|--|---|----------------------------------|-----|---|-------------------------|-----------------|
| 1  | <b>Senior Executive High back chair</b> | pc                               | 1   | 6,500.00  |                         | 6,500.00        |
| <b>Specification:</b><br>double-layer cushion with genuine leather armrest,<br>with back-rest reclining adjustment and knee tilt mechanism |   |                                  |     |   |                         |                 |
| <b>TOTAL</b>   |   |                                  |     |   |                         | <b>6,500.00</b> |
| Purpose: office use  |   |                                  |     |   |                         |                 |
| Checked by:<br><div style="text-align: center;"> <br/> <b>NORMAN O. VILLAS</b> </div>  |   |                                  |     | Funds Available:<br><div style="text-align: center;"> <br/> <b>ALICIA M. FLORES</b><br/>             HEAD, BUDGET OFFICE           </div> |                         |                 |
| TWG - Office Furniture & Fixture   |   |                                  |     |   |                         |                 |
| Signature:   | Requested by:                           | Noted by:                        |     |   | Approved by:            |                 |
| Printed Name:  | <b>ARLIN B. FLANDEZ</b>                 | <b>MARIA TERESA A. CRUZ</b>      |     |   | <b>EDGARDO E. TULIN</b> |                 |
| Designation:   | <b>END USER</b>                         | <b>UNIT HEAD, PROJECT LEADER</b> |     |   | <b>PRESIDENT, VSU</b>   |                 |