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PR-2024-1007-228562



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0670**PR No.: **GF-2024-10-02347**Date: **10-07-2024**Dept./Office: **DSO**Category: **Office Furniture
& Fixture**Section/End-User: **Junard C. Gucela**Funding Source: **General Fund - MOOE**Project Title/Code: **SWSO-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	2	11,000.00		22,000.00

Specification:

- **Dimensions:** 46 cm (W) x 62 cm (L) x 133 cm (H) (1 inch = 2.54 cm)
- **Weight:** 37 kg
- **Material:** Pure steel
- **Steel Thickness:** 0.7-1.2 mm
- **Drawers:** 4 vertical steel drawers

	TOTAL					22,000.00
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Purpose: used for the office

Checked by: VIVIAN V. BALBARINO TWG - Office Furniture & Fixture 10/8/24		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by: JUNARD C. GUCELA	Noted by: CHONA A. BRIT UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU
Printed Name:			
Designation:			