



PR-2022-0705-43679



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

PURCHASE REQUEST

Dept./Office: **OGS**

PR No.: **GF-2022-07-00886** Date: **07-05-2022**
 Category: **Office Furniture & Fixture** Duration: **2021-05-03** to **2023-05-30**

Section/End-User: **Analyn C. Regina**

Funding Source: **General Fund - MOOE**

Project Title/Code: **VSU-JP-2021-8a (Component a)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/CS	Total Cost
1	Office chair, with arm rest	pc	1	5,000.00	ANALYN C. REGINA	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						
2	Steel Cabinet, 4 drawers, Dark Green	pcs	1	8,500.00	ANALYN C. REGINA	8,500.00
Specification:						
?at least 45.2x 62 x 133.1cm (LWH) ?Vertical ?preferably dark green color						
TOTAL						13,500.00

Purpose: Project documents storage

Checked by:	 LEO A. MAMOLO		Funds Available:	 ALICIA M. FEORES
TWG - Office Furniture & Fixture				
Requested by:		Noted by:	HEAD, BUDGET OFFICE	
 ANALYN C. REGINA		 ANABELLA B. TULIN	 EDGARDO E. TULIN	
Designation:		END USER	UNIT HEAD, PROJECT LEADER	
Signature:		Approved by:		
Printed Name:		PRESIDENT, VSU		