



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

PURCHASE REQUEST

PPMP No. : 72-4-785-2024-7-0-0

PR No.: TF-2023-08-01666

Date: 08-14-2023

Dept./Office: AccO

Category: Office Furniture
& Fixture

Section/End-User: Valerie Y. Vergis

Funding Source: Trust Fund

Project Title/Code: Administrative Cost - 20201050-6

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Filing cabinets, 2 doors good quality , 5 shelves W-90 CM X D - 40 CM X H-185 CM	pcs	3	15,000.00		45,000.00

Specification:

?Filing cabinets, 2 doors good quality , 5 shelves
 ?W-90 CM X D -40 CM X H-185 CM
 ?Material: Metal




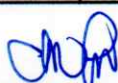
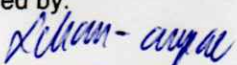
2	Swivel Chair, high quality	unit	8	8,000.00		64,000.00
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Specification:*Minimum Specifications:*

- Dimension (WDH): 650mm x 650mm x 850 mm
- Height Adjustable up to: 940 mm
- Back Rest: Mesh Fabric in Nylon Fiberglass Frame with 3D-PP Back Support
- Seat: Density Mold Foam Cushion Fabric Seat
- Armrest: PU Adjustable
- With tilting mechanism
- Base: Metal Chrome Star Base
- Casters: Floor-safe PU Casters
- Color: Black
- Weight capacity: 110kg

	TOTAL					109,000.00
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Purpose: For office use

Checked by:  LEO A. MAMOLO		Funds Available:  NICK FREDDY R. BELLO	
TWG - Office Furniture & Fixture		HEAD, ACCOUNTING OFFICE	
Signature:	Requested by:  VALERIE Y. VERGIS	Noted by:  NICK FREDDY R. BELLO	Approved by:  EDGARDO E. TULIN
Printed Name:	VALERIE Y. VERGIS	NICK FREDDY R. BELLO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU