

SCAN HERE



PR-2023-0615-123646



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

## PURCHASE REQUEST

PPMP No. : 193-1-1710-2023-4-0-0

PR No.: STF-2023-06-00997

Date: 06-15-2023

Dept./Office: DPO

Category: Office Furniture  
 & Fixture

Section/End-User: Aiza B. Besavilla

Project Title/Code: DPO-2023

Funding Source: Special Trust Fund

| Item # | Item Description                  | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|-----------------------------------|------|-----|-----------|---------|------------|
| 1      | Lounge Sofa set with center table | set  | 1   | 16,400.00 |         | 16,400.00  |

**Specification:**

?Seat Material: fabric  
 ?Frame Material: Wood  
 ?Lounge set includes 1 unit 3-seater sofa and 2 units 1-seater sofa  
 ?Dimensions - 3-Seater: 175(W) x 76(D) x 82(H) cm  
 ?Dimensions - 1-Seater: 74(W) x 76(D) x 82(H) cm  
 ?Center Table : wood  
 ?CAPACITY: Quality Wood and MDF with classic textured the modern stylish table is sturdy can hold up to 200lbs.  
 ?2-tier table with storage shelf  
 ?120 by 60cm

|              |  |  |  |  |  |                  |
|--------------|--|--|--|--|--|------------------|
| <b>TOTAL</b> |  |  |  |  |  | <b>16,400.00</b> |
|--------------|--|--|--|--|--|------------------|

Purpose: For office use

|                                          |                                                               |
|------------------------------------------|---------------------------------------------------------------|
| Checked by:<br><br><b>NILO L. LEORNA</b> | Funds Available:<br><br><b>ALICIA M. FLORES</b> <i>NS-NAF</i> |
| TWG - Office Furniture & Fixture         | HEAD, BUDGET OFFICE                                           |

|               |                                               |                                           |                                             |
|---------------|-----------------------------------------------|-------------------------------------------|---------------------------------------------|
| Signature:    | Requested by:<br><br><b>AIZA B. BESAVILLA</b> | Noted by:<br><br><b>RYSAN C. GUINOCOR</b> | Approved by:<br><br><b>EDGARDO E. TULIN</b> |
| Printed Name: | <b>AIZA B. BESAVILLA</b>                      | <b>RYSAN C. GUINOCOR</b>                  | <b>EDGARDO E. TULIN</b>                     |
| Designation:  | END USER                                      | UNIT HEAD, PROJECT LEADER                 | PRESIDENT, VSU                              |