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PR-2022-0628-41685



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

PURCHASE REQUEST

PR No.: **STF-2022-06-00871**Date: **01-21-2022**Dept./Office: **BAC**Category: **Office Furniture
& Fixture**Section/End-User: **Arjanery B. Antofina**Funding Source: **Special Trust Fund**Project Title/Code: **STF (BID DOCS)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	MC Low Back Office Chair	pcs	3	3,795.00		11,385.00
2	Metal filing shelves, open, 4 layers	unit	1	8,695.00		8,695.00
3	Office Table	pc	1	3,695.00		3,695.00
4	Senior Executive High back chair, with back-rest reclining adjustment and knee tilt mechanism	pc	1	5,500.00		5,500.00
5	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pc	1	7,990.00		7,990.00
TOTAL						37,265.00

Purpose: **FOR BAC OFFICE USE**

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