



PURCHASE REQUEST

Dept./Office: **DVCS**PR #: **GF-2021-03-00073**Date: **03-12-2021**Section/End-User: **Noel C. Bustillo**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **CVM a.III.b.I**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Gang Chair, 4-Seater	sets	1	8,000.00		8,000.00
Specification: <ul style="list-style-type: none"> Steel Gang Chair 4 Seater Materials: Arm and Leg Frames are steel with chrome plated finished, Beam Quality Steel Perforated Seat and Back Color: Black and Silver 						
2	Office Table	pc	4	4,000.00		16,000.00
Specification: <ul style="list-style-type: none"> Laminated Wood, One Long Drawer with 3 Side Drawers, 2 Top Drawers with Locks, color: Gray, Wenge, Dimension: at least W22.75" x L47.25" x H29.5" 						
3	Office Table with Mobile Pedestal	pc	1	12,500.00		12,500.00
Specification: <ul style="list-style-type: none"> Executive Desk with metal legs, Melamine Table Top Finish Size: 140cm x 70cm x 75cm with center pen tray Mobile pedestal: 3 drawers, H66cm x W40cm x D56cm, Compatible with the table 						
TOTAL						36,500.00
Purpose: office use						
Checked by:				Funds Available:		
NORMAN O. VILLAS				MYRNA S. PANCITO		
TWG - Office Furniture & Fixture				HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	NOEL C. BUSTILLO		SANTIAGO T. PEÑA JR.		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	