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PR-2024-1010-229673



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0068**PR No.: **GF-2024-10-02829**Date: **10-10-2024**Dept./Office: **DALL**Category: **Office Furniture
& Fixture**Section/End-User: **Ma. Isalie A. Notarte**Project Title/Code: **DALL Office Supplies and
Equipment needed for 2025**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	1	11,000.00		11,000.00

Specification:

- **Dimensions:** 46 cm (W) x 62 cm (L) x 133 cm (H) (1 inch = 2.54 cm)
- **Weight:** 37 kg
- **Material:** Pure steel
- **Steel Thickness:** 0.7-1.2 mm
- **Drawers:** 4 vertical steel drawers

	TOTAL					11,000.00
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Purpose: **DALL_Highier Ed._Office Supplies Needed for 2025**

Checked by: VIVIAN V. BALBARINO		Funds Available: ALICIA M. FLORES no 1-26	
TWG - Office Furniture & Fixture 10/11/24		HEAD, BUDGET OFFICE	
Signature:	Prepared by: MA. ISALIE A. NOTARTE	Noted by: MARIA VANESSA E. GABUNADA	Approved by: PROSE IVY G. YEPES
Printed Name:		MARIA VANESSA E. GABUNADA	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU