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PR-2024-1007-228095



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0601**PR No.: **GF-2024-10-02190**Date: **10-07-2024**Dept./Office: **IMDO**Category: **Office**Section/End-User: **Danica R. Borci****Equipment and Appliances**Funding Source: **General Fund - MOOE**Project Title/Code: **IMDO-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Heavy Duty Extension Wire 5m	pcs	2	349.75		699.50
<b>Specification:</b> <ul style="list-style-type: none"> <li>• <b>Length:</b> 5 meters</li> <li>• <b>Type:</b> 5-gang universal extension cord with switch</li> <li>• <b>Power Capacity:</b> 2500W, 10A, 250V</li> <li>• <b>Features:</b> <ul style="list-style-type: none"> <li>◦ Impact-resistant and highly conductive</li> <li>◦ Built-in safety circuit breaker</li> <li>◦ Lightning protector</li> </ul> </li> <li>• <b>Safety:</b> Outlet enclosures made from fire-retardant materials</li> </ul>						
2	Paper shredder machine, heavy duty	pieces	1	12,000.00		12,000.00
<b>Specification:</b> <ul style="list-style-type: none"> <li>• <b>Shred Type:</b> Cross Cut</li> <li>• <b>Maximum Sheet Capacity (70 gsm):</b> 10 sheets</li> <li>• <b>Waste Container Capacity:</b> 21 liters</li> <li>• <b>Power Source:</b> 220 - 240 VAC</li> </ul>						
3	Trolley cart organizer	pc	1	1,000.00		1,000.00

**Specification:**

- **Type:** 3 Layer Trolley Cart Organizer
- **Material:** Plastic with handle
- **Color:** White
- **Dimensions:**
  - Length: 38 cm
  - Width: 26.5 cm
  - Height: 75 cm
- **Weight:** 1.1 kg
- **Features:**
  - 3-tier design for storage
  - Easy to move with handle

4	water dispenser	unit	1	10,000.00		10,000.00
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**Specification:****Product Overview**

- **Type:** Bottom load container water dispenser
- **Taps:** Hot, Cold, & Normal Water
- **Features:**
  - Removable stainless steel drip tray cover
  - Separate heating and cooling switches
  - Child-lock function (hot)
  - Thermostat-controlled heating
  - Low level water alarm and reset switch
  - Motorized pump inside
  - Double insulated AC supply cord
  - Water drain plug
  - Light indicator for hot and cold water
  - Stainless steel pipe
- **Color:** Black

**Warranty**

- **Parts:** One year on capacitor, compressor, condenser, overheat protector, pump, and thermostat
- **Labor:** Free service/labor for under warranty repairs in all Authorized Asahi Parts & Service Centers
- **Lifetime Service:** Free service/labor in Asahi's Main Service Center

**Weight**

- **Net Weight:** 12.085 kg
- **Gross Weight (packed):** 13.505 kg

**Dimensions**

- **Net Dimensions (WxHxD):** 318 x 356 x 1045 mm
- **Gross Dimensions (WxHxD):** 336 x 386 x 1095 mm

**What's in the Box**

- Manual

5	Webcam for PC 1080P	pc	2	700.00	1,400.00
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**Specification:****Webcam Resolution:**

1920 x 1080p

**Features:**

- Autofocus
- Built-in microphone

**Interface:**

USB drive free

**Compatibility:**

Computer compatible

**Product Size:**

70 x 50.7 x 44 mm

**TOTAL****25,099.50**

Purpose: IMDO Office Equipment and Appliances

Checked by:

  
**NORMAN O. VILLAS**

Funds Available:

  
**ALICIA M. FLORES**

TWG - Office Equipment and Appliances

  
HEAD, BUDGET OFFICE

Signature:

Prepared by:

  
**DANICA R. BORCI**

Noted by:

  
**MARK GIL A. VEGA**

Approved by:

  
**PROSE IVY G. YEPES**

Printed Name:

Designation:

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU 