



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



GF-2021-09-01006

OP# 1543-
 9/24/21

PURCHASE REQUEST

Dept./Office: **IASO**PR #: **GF-2021-09-01006**Date: **09-14-2021**Section/End-User: **Arlin B. Flandez**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **IASO-21**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Senior Executive High back chair	pc	1	6,500.00		6,500.00

Specification:

double-layer cushion with genuine leather armrest,
 with back-rest reclining adjustment and knee tilt mechanism

TOTAL
6,500.00

Purpose: office use

Checked by:

NORMAN O. VILLAS

Funds Available:

for 9/20
 OIC **ALICIA M. FLORES**
 HEAD, BUDGET OFFICE

TWG - Office Furniture & Fixture

Signature:

Printed Name:

Designation:

Requested by:

ARLIN B. FLANDEZ

END USER

Noted by:

MARIA TERESA A. CRUZ

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU