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PR-2025-0128-249984



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

PURCHASE REQUEST

PPMP No. : PPMP-2025-011625-0857

PR No.: GF-2025-01-00116

Date: 01-28-2025

Dept./Office: IO

Category: Office Furniture
& Fixture

Section/End-User: Cristlyn V. Bacariza

Funding Source: General Fund - MOOE

Project Title/Code: Innovation Office - 2025

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	4 drawer lateral office cabinet	pc	1	16,500.00		16,500.00

Specification:

Specifications:

- Color: Gray
- Mechanism: Anti-Tilt
- Drawer Features:
 - 2 Hanging Bars per Drawer
 - 3 Sections Slide Rails
- Finish: Electrostatic Powder Coated
- Thickness: Gauge 24
- Dimensions:
 - Height: 1320 mm
 - Width: 900 mm
 - Depth: 450 mm

	TOTAL					16,500.00
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Purpose: For Innovation Office trainings.

Checked by: PAULINE S. CAINTIC		Funds Available: ALICIA M. FLORES 28-28	
TWG - Office Furniture & Fixture		HEAD, BUDGET OFFICE	
Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	CRISTLYN V. BACARIZA	FELICIANO G. SINON SR.	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU