

Sir Mamolo (high school) - Accounting

SCAN HERE



PR-2022-0718-48680



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

## PURCHASE REQUEST

|                                           |                                             |                                           |
|-------------------------------------------|---------------------------------------------|-------------------------------------------|
| Dept./Office: <b>CME</b>                  | PR No.: <b>TF-2022-07-00959</b>             | Date: <b>07-18-2022</b>                   |
| Section/End-User: <b>Geecel F. Galvez</b> | Category: <b>Office Equipment</b>           | Duration: <b>2022-01-01 to 2022-12-31</b> |
| Funding Source: <b>Trust Fund</b>         | Project Title/Code: <b>20201050-1.105.2</b> |                                           |

| Item # | Item Description              | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|-------------------------------|------|-----|-----------|---------|------------|
| 1      | Water Dispenser, Cabinet type | pc   | 1   | 10,000.00 |         | 10,000.00  |

**Specification:**

- ?Floor standing
- ?Hot and cold function
- ?plastic body,high efficiency compressor
- ?thermally protected

|              |                  |
|--------------|------------------|
| <b>TOTAL</b> | <b>10,000.00</b> |
|--------------|------------------|

Purpose: For Office equipment

|                                                                                                                            |                                                                                                                                 |                                                                                                                                          |                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Checked by:<br><br><b>LEO A. MAMOLO</b> |                                                                                                                                 | Funds Available:<br><br><b>NICK FREDDY R. BELLO</b> |                                                                                                                                  |
| TWG - Office Equipment                                                                                                     |                                                                                                                                 | HEAD, ACCOUNTING OFFICE                                                                                                                  |                                                                                                                                  |
| Signature:<br>Printed Name:<br>Designation:                                                                                | Requested by:<br><br><b>GEECEL F. GALVEZ</b> | Noted by:<br><br><b>MOISES NEIL V. SERIÑO</b>         | Approved by:<br><br><b>EDGARDO E. TULIN</b> |
|                                                                                                                            | END USER                                                                                                                        | UNIT HEAD, PROJECT LEADER                                                                                                                | PRESIDENT, VSU                                                                                                                   |