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PR-2024-0411-190561

5/16/24



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

TO IAO

PURCHASE REQUEST

PPMP No. : 65-5-421-2023-4-0-19

PR No.: GF-2023-07-01104

Date: 04-11-2024

Dept./Office: IAO

Category: Office Furniture
& Fixture

Section/End-User: Ana Marquiza M. Quilicot

Project Title/Code: IAO 2023 Office Equipment for
Office of the President for Board room (for OVPAF)

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/CS	Total Cost
1	L shape sofa set, 4 seater with 1 seat extension plus 2 seater	set	1	38,000.00		38,000.00

Specification:

- ?Locally made item
- ?Color: Either of the ff: Grey, Taupe, or Neutral Colors
- ?Foam type: high-density polyurethane foam. Foam can be wrapped in softer material or cotton to make it softer.
- ?Detachable down cushion
- ?Frame Material: Wood preferably made of mahogany or narra
- ?L sofa set includes 1 unit 4-seater sofa with one seat extension
- ?And 1 unit – 2 seater
- ?Dimensions - 4-Seater: Approximately 375(W) x 90(D) x 86(H) cm
- ?Dimensions - 2-Seater: Approximately 150(W) x 90(D) x 86(H) cm

	TOTAL					38,000.00
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Purpose: for Office use

Checked by:	 LEO A. MAMOLO	Funds Available:	 ALICIA M. FLORES, IP Conf. 2024
	TWG - Office Furniture & Fixture		HEAD, BUDGET OFFICE
Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	ANA MARQUIZA M. QUILICOT	ANA MARQUIZA M. QUILICOT	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU

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