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PR-2022-0914-63591



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

## PURCHASE REQUEST

Dept./Office: **OVPSAS**PR No.: **STF-2022-09-01833**Date: **09-14-2022**Section/End-User: **Sheila Marie C. Lemos**Category: **Office  
Equipment**Funding Source: **Special Trust Fund**Project Title/Code: **OVPSAS-STF-2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	industrial fan	pc	1	3,500.00	SHEILA MARIE C. LEMOS	3,500.00

**Specification:**

- ground type
- at least 18 inches metal blade
- three speed rotary switch controller
- tilting head adjustment with oscillation

	<b>TOTAL</b>					<b>3,500.00</b>
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Purpose: To be used for SAS activities.

Checked by:  <b>LEO A. MAMOLO</b>		Funds Available:  <b>ALICIA M. FLORES</b>	
TWG - Office Equipment		HEAD, BUDGET OFFICE chr1	
Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	<b>SHEILA MARIE C. LEMOS</b>	<b>ALELI A. VILLOCINO</b>	<b>EDGARDO E. TULIN</b>
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU