



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

PURCHASE REQUEST

PPMP No. : 71-2-1466-2022-9-0-0

PR No.: GF-2022-11-02309

Date: 11-15-2022

Dept./Office: BuO

Category: Office Furniture
& Fixture

Section/End-User: Mona Nena B. Geraldo

Funding Source: General Fund - CO

Project Title/Code: CA-CO

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Computer table, Office table, storage cabinet, and High back chair	lot	1	300,000.00	ALICIA M. FLORES	300,000.00

Specification:

- Office table with drawers dimension: L120CMXW60CMXH76CM (color: brown) (9pcs)
- High-back Leatherette Executive Chair • 360° swivel (color: black) (9pcs)
- Computer table with shelf L 74cm x W 60cm x H 136.5cm (color: brown) (9pcs)
- Storage cabinet Description: Halves Glass Door Metal, *5-layer shelves inside (Dimension: L90CMXW42CMXH185CM) (color: brown/metal) (1pc)

TOTAL						300,000.00
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Purpose: Office use

Checked by:	 LEO A. MAMOLO	Funds Available:	 ALICIA M. FLORES CA-CO
	TWG - Office Furniture & Fixture		HEAD, BUDGET OFFICE
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	MONA NENA B. GERALDO	ALICIA M. FLORES	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU