



GF -2020-10-00693



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

PPMP #: 99-2-1029-2021-8-0-0

OPH 2353  
12/11/20**PURCHASE REQUEST**Dept./Office: **GAD**Section/End-User: **Letty Jean C. Lor**Funding Source: **General Fund - CO**PR #: **GF -2020-10-00693/1526**Date: **10-16-2020**Category: **Office Furniture & Fixture**Project Title/Code: **Gender Resource Center  
Furnitures and Fixtures**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Furniture and Fixture</b>	lot	1	2,504,000.00	LETTY JEAN C. LOR	2,504,000.00

**Specification:**

-One establishment/company/store that can provide the following furniture and fixtures for the proposed Gender and Development Resource Center (Building) to ensure uniformity of quality and proper blending of colors/materials used.

-Items requested can either be/combination of purple, white, black or brown colors.

-Items requested can either be/combination of wood, metal or plastic.

-Winning bidder must present first actual designs or brochure for selection to proponent.


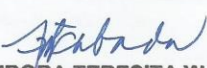
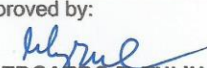
-List of furniture and fixtures are the ff while description is attached.

FURNITURE/FIXTURE	QTY	UNIT	COST	TOTAL
Office/Director's Table and Chair Set	10	50,000		500,000
Computer Table and chair set	10	5,000		50,000
Conference Tables and Chairs set (20 seaters)	4	100,000		400,000
Training Tables and Chairs set (for 300 pax)	1	194,000		194,000
Sofa set with sofa covers and pillows and centerpiece	5	50,000		250,000
Office Cabinets/Dividers	20	30,000		600,000
Book Shelf	15	30,000		450,000
Curtains set with curtain rods	20	3,000		60,000
<b>TOTAL</b>				<b>2,504,000</b>

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Purpose: For office use

Checked by:  <b>NORMAN O. VILLAS</b> TWG - Office Furniture & Fixture	Funds Available:  <b>MYRNA S. PANCITO</b> HEAD, BUDGET OFFICE
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Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	<b>LETTY JEAN C. LOR</b>	<b>MARIA AURORA TERESITA W. TABADA</b>	<b>EDGARDO E. TULIN</b>
Designation:	<b>END USER</b>	<b>UNIT HEAD, PROJECT LEADER</b>	<b>PRESIDENT, VSU</b>

# LIST OF FURNITURE AND FIXTURES AND BRIED DESCRIPTION/SPECIFICATION

FURNITURE/FIXTURE	QTY	UNIT COST	TOTAL	DESCRIPTION
Office/Director's Table Set	10	50,000	500,000	-Office table with drawers -Director style -Wood/Plastic/Metal or combination -with Chair
Computer Table set	10	5,000	50,000	-Wood/Plastic/Metal or combination -with Chair -can accommodate CPU, UPS, Printer, Desktop/screen and speakers
Conference Tables and Chairs set	4	100,000	400,000	-can accommodate up to 20 guests -Modular type - Wood/Plastic/Metal or combination
Training Tables and Chairs set (300 pax)	1	194,000	194,000	-can accommodate up to 300 guests -Modular type - Wood/Plastic/Metal or combination
Sofa set with sofa covers and pillows and centerpiece	5	50,000	250,000	-can accommodate up to 5-7 guests per set -Modular type - Wood/Plastic/Metal/cushioned or combination
Office Cabinets	20	30,000	600,000	- Wood/Plastic/Metal or combination -Combination of with and without drawers/cabinet doors
Book Shelf	15	30,000	450,000	- Wood/Plastic/Metal or combination
Curtains set with curtain rods	20	3,000	60,000	-can cover 20 standard sized 2-paned glass windows -each curtain set should be with rod set
<b>TOTAL</b>			<b>2,504,000</b>	