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PR-2024-0820-217938

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

## PURCHASE REQUEST

PPMP No. : **PPMP-2024-060324-0165**PR No.: **TF-2024-08-01591**Date: **08-20-2024**Dept./Office: **DPM**Category: **Office Furniture  
& Fixture**Duration: **2024-02-16**Section/End-User: **Justine Bennette H. Millado**Project Title/Code: **20201050-1.117**to  
**2025-02-15**Funding Source: **Trust Fund****lab tables**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Dish Cabinet</b>	unit	1	10,000.00		10,000.00
<b>Specification:</b>  ?ALUMINUM KITCHEN CABINET / DISH CABINET/ DISH ORGANIZER ?Aluminum ?Functional and Space Saver ?Easy to clean ?Collapsible design ?Easy to assemble ?Installation guide included ?Stylish and Functional ?With Drainer ?Glass door ?DIMENSION : 64 X 40 X 175 CM (LWH)						
2	<b>Laboratory working table with rollers</b>	unit	1	40,700.00		40,700.00
<b>Specification:</b>  Frame: steel structure; Cabinet: use high quality galvanized steel sheet, surface coated with epoxy powder; Table top: made of 12.7mm thickness corrosion-resistant black phenolic resin board, with 25.4mm thickness edge sealing; Hinges: open type high quality hinges, self closing; Handle: aluminum dark type handle  with rollers  Dimension: 1240mm x 700mm x 900mm						
3	<b>Modern Office Table with Center and Double Pedestal Drawers and Cabinet</b>	pc	1	15,000.00		15,000.00
<b>Specification:</b>  <ul style="list-style-type: none"> <li>• <b>Design:</b> Modern office table with center and double pedestal drawers and cabinet</li> <li>• <b>Construction:</b> Laminated particle board with PVC edging for durability and resistance to scratches and stains</li> <li>• <b>Features:</b> <ul style="list-style-type: none"> <li>◦ <b>Pedestals:</b> Double pedestal with 4 total drawers (2 box drawers for supplies, 2 locking file drawers with drawer glides)</li> </ul> </li> </ul>						


- **Cabinet:** For larger items
- **Versatility:** Can be used as a drafting table or large computer workstation
- **Color:** Wenge
- **Dimensions:**
  - **Length:** 1400 mm
  - **Width:** 680 mm
  - **Height:** 750 mm

<b>TOTAL</b>							
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**65,700.00**

**Purpose:** PC TABLE

**Checked by:**

  
**VIVIAN V. BALBARINO**

**Funds Available:**

  
**NICK FREDDY R. BELLO**

TWG - Office Furniture & Fixture

(OIC) HEAD, ACCOUNTING OFFICE

**Signature:**

**Printed Name:**

**Designation:**

**Prepared by:**

  
**JUSTINE BENNETTE H. MILLADO**

**Noted by:**

  
**JUSTINE BENNETTE H. MILLADO**  
UNIT HEAD, PROJECT LEADER

**Approved by:**

  
**PROSE-IVY G. YEPES**  
PRESIDENT, VSU