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PR-2024-1004-227832



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0041**PR No.: **GF-2024-10-02103**Date: **10-04-2024**Dept./Office: **URSO**
 Category: **Office Furniture
& Fixture**
Section/End-User: **Marily V. Seville**Funding Source: **General Fund - MOOE**Project Title/Code: **URSO-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office Table with 3 drawers, 150cm (W)x 70cm (D) x 75cm (H)	unit	1	14,999.00		14,999.00
Specification: ?Office Table, 3-drawers side by side, 1 drawer at the center, material: wood						
2	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	1	11,000.00		11,000.00
Specification: <ul style="list-style-type: none"> • Dimensions: 46 cm (W) x 62 cm (L) x 133 cm (H) (1 inch = 2.54 cm) • Weight: 37 kg • Material: Pure steel • Steel Thickness: 0.7-1.2 mm • Drawers: 4 vertical steel drawers 						
TOTAL						25,999.00
Purpose: For office use						
Checked by: PAULINE S. CAINTIC TWG - Office Furniture & Fixture				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Prepared by:		Noted by:		Approved by:	
Printed Name:	MARILY V. SEVILLE		CHRISTY M. DESADES		PROSE IVY G. YEPES	
Designation:	DDRC CLERK		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	