



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

PURCHASE REQUEST

PPMP No. : 186-5-1551-2023-2-0-10 PR No.: GF-2023-04-00714 Date: 04-18-2023

Dept./Office: **ODS** Category: **Office Furniture & Fixture**

Section/End-User: **Junard C. Gucela** Project Title/Code: **ODS-OFFICE OF THE CAREER AND JOB PLACEMENT SERVICES(2023)**

Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	3 layer magazine tray/storage/desk organizer/holder/rack	pcs	2	300.00		600.00

Specification:

- Packing: 1 X 1pcs magazine tray
- Material: stainless steel black paint
- Color: Black
- Product Size: 27cm X 30cm
- Design: 3 layer

TOTAL						600.00
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Purpose: for Office supplies

Checked by: LEO A. MAMOLO TWG - Office Furniture & Fixture	Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE
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Signature: Printed Name: Designation:	Requested by: JUNARD C. GUCELA END USER	Noted by: MANOLO B. LORETO JR. UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU
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