

Sir Leo Mamolo (Highschool) - Accounting

SCAN HERE



PR-2022-0718-48683



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

PURCHASE REQUEST

Dept./Office: **CME** PR No.: **TF-2022-07-00960** Date: **07-18-2022**
Section/End-User: **Geecel F. Galvez** Category: **Office Furniture & Fixture** Duration: **2022-01-01 to 2022-12-31**
Funding Source: **Trust Fund** Project Title/Code: **20201050-1.105.2**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office Table with Mobile Pedestal	pc	1	12,500.00		12,500.00

Specification:

- ?Executive Desk with metal legs,
- ?Melamine Table Top Finish
- ?Size: 140cm x 70cm x 75cm
- ?with center pen tray
- ?Mobile pedestal: 3 drawers, H66cm x W40cm x D56cm, Compatible with the table

	TOTAL					12,500.00
--	--------------	--	--	--	--	------------------

Purpose: For Office supplies and equipment

Checked by: LEO A. MAMOLO		Funds Available: NICK FREDDY R. BELLO	
TWG - Office Furniture & Fixture		HEAD, ACCOUNTING OFFICE	
Signature:	Requested by: 	Noted by: 	Approved by:
Printed Name:	GEECEL F. GALVEZ	MOISES NEIL V. SERINO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU