

VHS, BUDGET, CHS  
SCAN HERE

PR-2023-0113-87150



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

## PURCHASE REQUEST

PPMP No. : 3-1-1546-2022-10-0-3

PR No.: STF-2023-01-00050

Date: 01-13-2023

Dept./Office: DA

Category: Office Furniture  
& Fixture

Section/End-User: Milesa C. Marsado

Project Title/Code: DA-2022 (Lab. Fees 2nd sem. SY:  
2021-2022)

Funding Source: Special Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Dark Green Velvet Curtains Room Darkening Blackout Solid Curtains Thermal Insulated Soundproof Curta	pairs	1	3,000.00		3,000.00

**Specification:**

- Velvet
- Imported
- Size & Material: 2 panels of 52"x108" luxury dark green velvet curtains. The back of the curtain is made of high-quality velvet fabric and black yarn.
- Function: Blackout curtains can block about 70% of the light (the darker color works better), and can also reduce noise and keep heat down in summers or keep cold out in winters to achieve smart energy saving and provide privacy.
- Elegant Design: Ideal home decoration. Dark green velvet curtains decorate your room into a elegant retro and noble style.
- Fine details: Interior diameter of grommet hole is 1.6 inch. Sewn well at each edge of the curtain.
- Kindly Remind: Due to the production process, curtains in different light intensity and angle may show plush silver reflective. If wrinkled, use a steamer iron on the back and front of the curtain at low temperature. Machine washable in cold water and tumble dry.

2	White Board 4x6 Ft.	unit	2	9,000.00		18,000.00
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**Specification:**

Specification:

1. Size: 4x6 ft.
2. Magnetic With Stand and Roller Stopper
3. Collapsible stand and rollers
4. With white board eraser holder

	<b>TOTAL</b>					<b>21,000.00</b>
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Purpose: Office Furniture &amp; Fixture

Checked by:  <b>LEO A. MAMOLO</b>		Funds Available:  <b>ALICIA M. FLORES</b>	
TWG - Office Furniture & Fixture		HEAD, BUDGET OFFICE <i>DA 619L</i>	
Signature: Printed Name: Designation:	Requested by:  <b>MILESA C. MARSADO</b>	Noted by:  <b>RUTH O. ESCASINAS</b>	Approved by:  <b>EDGARDO E. TULIN</b>
	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU <i>ET</i>