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PR-2024-1007-228522



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0027**PR No.: **GF-2024-10-02321**Date: **10-07-2024**Dept./Office: **DPO**Category: **Office Furniture
& Fixture**Section/End-User: **Aiza B. Besavilla**Project Title/Code: **ODPO-2025**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	4 layer Multipurpose Cabinet, Plastic, Transparent door	pcs	1	3,600.00		3,600.00
2	Open Type Filing Cabinet	pc	2	10,000.00		20,000.00

Specification:

?5 Layer Metal,
 ?Dimensions: W85cmx D40cmxH185cm,
 ?Color: Gray,
 ?Materials: All metal Construction gauge 24

TOTAL						23,600.00
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Purpose: Office Use

Checked by: VIVIAN V. BALBARINO		Funds Available: ALICIA M. FLORES	
TWG - Office Furniture & Fixture <i>on 10/10/24</i>		HEAD, BUDGET OFFICE	
Signature:	Prepared by: AIZA B. BESAVILLA	Noted by: RYSAN C. GUINOCOR	Approved by: PROSE IVY G. YEPES
Printed Name:			
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU