

SCAN HERE



PR-2024-1004-227964



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0509**PR No.: **STF-2024-10-02118**Date: **10-04-2024**Dept./Office: **DSS**Category: **Office Furniture  
& Fixture**Section/End-User: **Emelita S. Pausanos**Funding Source: **Special Trust Fund**Project Title/Code: **DSS Lab Share**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet with glass Door, sliding door, (Assembled) Adjustable shelves,	pc	1	12,000.00		12,000.00

**Specification:**

- **Type:** Display Cabinet, Filing Cabinet
- **Dimensions:** 900 mm (W) x 450 mm (D) x 1850 mm (H)
- **Finish:** Powder coated
- **Features:** Adjustable shelves

	<b>TOTAL</b>					<b>12,000.00</b>
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Purpose: DSS Lab supplies

Checked by:		Funds Available:	
	<b>VIVIAN V. BALBARINO</b>		<b>ALICIA M. FLORES</b>
	TWG - Office Furniture & Fixture <i>10/1/24</i>		HEAD, BUDGET OFFICE
Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	<b>EMELITA S. PAUSANOS</b>	<b>DEEJAY M. LUMANAO</b>	<b>PROSE IVY G. YEPES</b>
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU