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PR-2024-1119-235841



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-110824-0568**PR No.: **STF-2024-11-03175**Date: **11-19-2024**Dept./Office: **ITEEM**Category: **Office Furniture
& Fixture**Section/End-User: **Shaira B. Manapsal**Funding Source: **Special Trust Fund**Project Title/Code: **Laboratory Fees-2024**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Wooden L-Type Executive Table	pc	1	30,000.00		30,000.00

Specification:

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- Dimension: 160 cm. x 80 cm. x 76 cm.
- Drawer Dimension : 120 cm. x 40 cm. x 55 cm.
- with extension cabinet drawers
- Color Brown

	TOTAL					30,000.00
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Purpose: For office use.

Checked by: VIVIAN V. BALBARINO			Funds Available: ALICIA M. FLORES <i>funiFAST</i>		
TWG - Office Furniture & Fixture <i>2024/12/27</i>			HEAD, BUDGET OFFICE		
Signature:	Prepared by: SHAIRA B. MANAPSAL	Noted by: TEOFANES A. PATINDOL	Approved by: PROSE IVY G. YEPES		
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		
Designation:					