



OPW 746
5/13/21

PURCHASE REQUEST

Dept./Office: **DCE**PR #: **STF-2021-05-00176**Date: **05-11-2021**Section/End-User: **Maria Precilla P. Baló**Category: **Office Furniture & Fixture**Funding Source: **Special Trust Fund**Project Title/Code: **DCE-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office chair, with arm rest	pc	3	5,000.00	MARIA PRECILLA P. BALO	15,000.00

Specification:

- at least (580mmx600mx890-990mm)
- Butterfly Mechanism = 360 Degree Swivel Seat
- Backrest: Polypropylene (Pp) Plastic With New Foam Covered With Mesh Fabric
- Seat: Plywood Seatpad With Injection Molded Foam, Covered With Polyester Fabric
- Arm: Polypropylene plastic
- Base: Chrome finish, Adjustable lumbar support, pneumatic seat height adjustment

	TOTAL					15,000.00
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Purpose: For Office Use

Checked by:	Funds Available:
 LEO A. MAMOLO	 MYRNA S. PANCITO
TWG - Office Furniture & Fixture	HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	MARIA PRECILLA P. BALO	EPIFANIA G. LORETO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU