



20-10-00416

PPMP #: 77-5-904-2021-8-0-0



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

PURCHASE REQUEST

Dept./Office: **ODAHRD**PR #: **GF-2020-10-00416** /1017Date: **10-15-2020**Section/End-User: **Jenefer B. Jayme**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **ODHRM**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office chair, with arm rest	pc	2	5,000.00		10,000.00

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					10,000.00
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Purpose: for office use

Checked by: NORMAN O. VILLAS		Funds Available: MYRNA S. PANCITO	
TWG - Office Furniture & Fixture		HEAD, BUDGET OFFICE	
Signature:	Requested by: JENEFER B. JAYME	Noted by: LOURDES B. CANO	Approved by: EDGARDO E. TULIN
Printed Name:	JENEFER B. JAYME	LOURDES B. CANO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU