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PR-2025-0815-291712



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-021925-0979**PR No.: **GF-2025-08-01028**Date: **08-15-2025**Dept./Office: **DRM**Category: **Office Furniture
& Fixture**Section/End-User: **Andy Phil D. Cortes**Funding Source: **General Fund - MOOE**Project Title/Code: **DRMO-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Office Chair High Back Swivel Mesh Computer Comfort Reclining with Headrest & footrest	unit	1	8,000.00		8,000.00

Specification:

?STABLE & BREATHABLE

?OMAX high backrest mesh office chair has an integrated contoured backframe with built-in neck support.

?ERGONOMIC DESIGN

?The seat height adjust ranges from 16" to a 19.5".

?Built-in lumbar cushion support your lower back and enhances the natural curve of your spine

?SOLID & DURABLE

?Offers nylon five-star heavy-duty base and smooth rolling silenced casters covered with soft PU

?OVERALL DIMENSIONS

?Chair size: 23.6" x 23.6" x 43.7"-47.6" (L x W x H)

?Seat height adjust: 16"-20"

?Seat Area: 18.5" x 20.5"

?Backrest area: 15 x 27.5"

?assembly required

2	Office Table with steel legs and drawers	pc	1	13,000.00		13,000.00
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Specification:

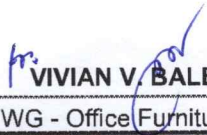

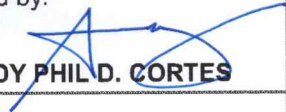

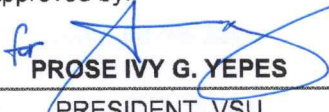
Table: 120 cm x 60 cm, MDF with Bullnose Edge;

Height: 75 cm;

Drawers: 1 center drawer with lock; 3 side drawers (steel);

Legs: steel;

Color: White.

TOTAL					21,000.00
Purpose: For office use.					
Checked by:			Funds Available:		
 VIVIAN V. BALBARINO			 ALICIA M. FLORES 2025		
TWG - Office Furniture & Fixture			HEAD, BUDGET OFFICE		
Signature:	Prepared by:	Noted by:		Approved by:	
	 ANDY PHIL D. CORTES	 ANDY PHIL D. CORTES		 PROSE IVY G. YEPES	
	Designation:		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU