



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

SCAN HERE



PR-2023-0808-136297

## PURCHASE REQUEST

PPMP No. : 249-5-3023-2024-6-0-0

PR No.: GF-2023-08-01431

Date: 08-08-2023

Dept./Office: DALL

Section/End-User: Ma. Isalie . Abcede

Category: Office Furniture  
& Fixture

Funding Source: General Fund - MOOE

Project Title/Code: DALL 2024

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Metal filing shelves open 5 layers	unit	1	8,000.00		8,000.00
Specification: 5 LAYERS						
2	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	1	11,000.00		11,000.00
Specification: ?size of the product is W=46CM,L=62CM,H=133CM(1 inch=2.54CM), ? 37KG Pure steel product. ?The steel thickness of the file cabinet is 0.7-1.2mm ?4 Drawers steel vertical filing cabinet						
TOTAL						19,000.00
Purpose: Office Furniture & Fixture						
Checked by:  LEO A. MAMOLO TWG - Office Furniture & Fixture				Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:  MA. ISALIE . ABCEDE END USER		Noted by:  MARIA VANESSA E. GABUNADA UNIT HEAD, PROJECT LEADER		Approved by:  EDGARDO E. TULIN PRESIDENT, VSU	