

VSU/ITS

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PR-2022-0513-32299



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

PURCHASE REQUEST

Dept./Office: **DARI**

Section/End-User: **Jo Jane D. Atok**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2022-05-00542**

Date: **05-13-2022**

Category: **Office
Equipment**






Project Title/Code: **ARICenter-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Heavy Duty Combo Binding Machine	unit	1	14,500.00		14,500.00
Specification: ?Specs: ?Maximum Punching Sheets: 25 ?Max Size: LS, F4, A4, Extra Long ?Selectable Punching Pins: 24 slots ?Net Weight: 12.5kgs						
2	Thermal Binding Machine-Glue Thermal Book Binder	unit	1	10,000.00		10,000.00
Specification: <ul style="list-style-type: none"> - Thermal binding - for desktop of medium duty thermal binding projects - Max thickness of binding is 2" - 3-minute thermal binding cycle with 1 minute heat-up time - HeatShield safety barrier - prevents accidental contact with the heating plate - Visual indicators- shows when machine is ready for thermal binding - Ready-beep sounds when thermal binding cycle is complete. - Internal clamps hold documents in place during thermal binding process. - Auto shut-off safety feature prevents overheating. - Stylish design folds flat for storage. - For use with thermal binding covers only. - Max thickness of binding:2" - Warm up time: within 3 minute 						

- Thickness of cover:50-350g
- Item Weight: 4.1kg / 9.04Lbs
- Item Size: 38 * 23 * 18cm / 14.96 * 9.06 * 7.09"
- Package Weight: 4.4kg / 9.7Lbs

	TOTAL					24,500.00
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Purpose: For office use.

Checked by:  LEO A. MAMOLO		Funds Available:  ALICIA M. FLORES	
TWG - Office Equipment		HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  JO JANE D. ATOK	Noted by:  MA. THERESA P. LORETO	Approved by:  EDGARDO E. TULIN
	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU