

SCAN HERE



PR-2022-0802-52890



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

PURCHASE REQUEST

PR No.: **GF-2022-08-01050**Date: **08-02-2022**Dept./Office: **DLABS**Category: **Office Furniture
& Fixture**Section/End-User: **Gilda P. Nayre**Project Title/Code: **DLABS-2022**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Steel Cabinet, 4 Drawers w/ lock, Vertical, Dirty White	pieces	1	11,000.00	GILDA P. NAYRE	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				11,000.00		
--------------	--	--	--	------------------	--	--

Purpose: For filing of office documents

Checked by: LEO A. MAMOLO TWG - Office Furniture & Fixture		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: GILDA P. NAYRE	Noted by: JETT C. QUEBEC	Approved by: EDGARDO E. TULIN
Printed Name:	GILDA P. NAYRE	JETT C. QUEBEC	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU