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PR-2024-0806-214518



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

## PURCHASE REQUEST

PPMP No. : PPMP-2024-070224-0232

PR No.: IGP-2024-08-01490

Date: 08-06-2024

Dept./Office: IO

Category: Office Furniture  
& Fixture

Section/End-User: Cristlyn V. Bacariza

Funding Source: Income Generating Project

Project Title/Code: CY Innovation

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	4 drawer lateral office cabinet	pc	1	16,500.00		16,500.00
<b>Specification:</b>  The specification are the following: color gray, with Anti Tilt mechanism, 2 Hanging bars in per drawer, 3 sections slide rails, Electrolastic powder coate, tthickness: Gauge 24, and Size: 1320mm(h) x 900mm(w) x 450mm(d).						
<b>TOTAL</b>						<b>16,500.00</b>
Purpose: For office use.						
Checked by:  <b>PAULINE S. CAINTIC</b> TWG - Office Furniture & Fixture				Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE		
Signature:	Prepared by:  <b>CRISTLYN V. BACARIZA</b>		Noted by:  <b>FELICIANO G. SINON SR.</b>		Approved by:  <b>PROSE IVY G. YEPES</b>	
Printed Name:						
Designation:			UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	