

SCAN HERE



PR-2024-1002-227107



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0060**PR No.: **GF-2024-10-01898**Date: **10-02-2024**Dept./Office: **SPO**Category: **Office Furniture
& Fixture**Section/End-User: **Doreen B. Alba**Funding Source: **General Fund - MOOE**Project Title/Code: **SPO GF 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	24" Heavy Duty Industrial Fan	pc	2	10,000.00		20,000.00

Specification:

24in. Industrial Electric Fan provides heavy duty ventilation in any space.

- Precision-angled blades
- Industrial motor
- 3-speed control
- Metal base
- High-performance motor 3-speed push button switch With thermal fuse protection With oscillation With height adjustment 4 legs improved stability

2	Office chair, with arm rest	pc	8	5,000.00		40,000.00
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Specification:

- **Dimensions:** At least 580 mm (W) x 600 mm (D) x 890-990 mm (H)
- **Mechanism:** Butterfly Mechanism with 360-Degree Swivel Seat
- **Backrest:** Polypropylene (PP) Plastic with New Foam Covered with Mesh Fabric
- **Seat:** Plywood Seatpad with Injection Molded Foam, Covered with Polyester Fabric
- **Armrests:** Polypropylene Plastic
- **Base:** Chrome Finish
- **Additional Features:** Adjustable Lumbar Support, Pneumatic Seat Height Adjustment

	TOTAL					60,000.00
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Purpose: For SPO Office use.

Checked by:

VIVIAN V. BALBARINO

Funds Available:

ALICIA M. FLORES 10.2.25

TWG - Office Furniture & Fixture

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

DOREEN B. ALBA

Noted by:

VIVIAN V. BALBARINO

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU