



PURCHASE REQUEST

Dept./Office: **CME**PR #: **GF-2021-07-00457**Date: **07-09-2021**Section/End-User: **Moises Neil V. Seriño**Category: **Office Furniture & Fixture**Funding Source: **General Fund - MOOE**Project Title/Code: **CME Dean 2020**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Clerical Chair without Armrest	pieces	8	2,550.00		20,400.00
Specification: Clerical Chair without Armrest Materials: Fabric back and seat rest, Chrome star base Dimension: 38w x 40d x 77-85h cm Accessories: Gas lift for height adjustment, Caster wheels Color: Gray						
TOTAL						20,400.00
Purpose: For office use.						
Checked by: NORMAN O. VILLAS TWG - Office Furniture & Fixture				Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	MOISES NEIL V. SERIÑO		MOISES NEIL V. SERIÑO		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	