



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

PURCHASE REQUEST

PR No.: **GF-2022-09-01780**Date: **09-14-2022**Dept./Office: **ODPP**Category: **IT Supplies and Equipment**Section/End-User: **Mario C. Bantugan**Project Title/Code: **PPO Office Supplies 2023**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Epson 001 ink, Black, 127ml, Genuine	btls	5 ✓	600.00		3,000.00
2	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	20 ✓	350.00		7,000.00
TOTAL						10,000.00

Purpose: for OHBHM PR

Checked by: DIONESIO I. ESTUPA		Funds Available: ALICIA M. FLORES	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by: MARIO C. BANTUGAN	Noted by: MARIO LILIO P. VALENZONA	Approved by: EDGARDO E. TULIN
Printed Name:	MARIO C. BANTUGAN	MARIO LILIO P. VALENZONA	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU