



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

PURCHASE REQUEST

PPMP No. : 180-5-605-2023-0-0-0

PR No.: GF-2023-03-00340

Date: 03-08-2023

Dept./Office: OUS

Category: IT Supplies and
Equipment

Section/End-User: Antonieta D. Israel

Funding Source: General Fund - MOOE

Project Title/Code: OUS-2023

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Canon cartridge 318 Black	pc	2	6,000.00		12,000.00
2	Canon cartridge 318 Cyan	pcs	2	6,000.00		12,000.00
Specification: Canon cartridge 318, Cyan						
3	External Hard Disk Drive (Portable, 1TB), USB 3.1	unit	3	3,500.00		10,500.00
Specification: ?Shock-absorbing ?Interface: USB 3.1 (Max.5Gb/s) ?Capacity: 1TB ?Texture: Plastic/Rubber ?Operating Voltage: DC 5V, 900mA ?System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10, Mac OS X 10.6 or later, Linux Kernel 2.6 or later						
4	Flash Drive, 128GB, USB 3.0	pcs	4	1,500.00		6,000.00
Specification: ?Capacity:128GB ?Interface: USB 3.0 ?Speed: 100MB/s read, 10MB/s write						
5	Laptop Stand Lifting Riser Holder Aluminum Height/Angle	pc	2	1,500.00		3,000.00
6	Toner, NPG 67, Black for Canon C3320 Image Runner Advance (photocopier, printer/scanner) machine	pieces	2	8,400.00		16,800.00
7	Toner, NPG 67, Cyan for Canon C3320 Image Runner Advance (photocopier, printer/scanner) machine	pieces	2	10,500.00		21,000.00
8	Toner, NPG 67, Magenta for Canon C3320 Image Runner advance (photocopier, printer/scanner)machine	pieces	2	10,500.00		21,000.00

9	Toner, NPG 67, Yellow for Canon C3320 Image Runner Advance (photocopier, printer/scanner) machine	pcs	1	10,500.00	GUIRALDO C. FERNANDEZ JR.	10,500.00
TOTAL						112,800.00

Purpose: For office use

Checked by:  DIONESIO I. ESTUPA		Funds Available:  ALICIA M. FLORES <i>W/O OFBUS</i>	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE <i>100</i>	
Signature:	Requested by:  ANTONIETA D. ISRAEL	Noted by:  GUIRALDO C. FERNANDEZ JR.	Approved by:  EDGARDO E. TULIN
Printed Name:	ANTONIETA D. ISRAEL	GUIRALDO C. FERNANDEZ JR.	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU <i>dy 9/15/17</i>