



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

PURCHASE REQUEST

Dept./Office: **BuO**

Section/End-User: **Mona Nena B. Geraldo**

Funding Source: **Special Trust Fund**

PR No.: **STF-2022-07-00907**

Date: **07-07-2022**

Category: **IT Supplies and Equipment**

Project Title/Code: **Bud-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	All-in-One Ink Tank Printer Wi-Fi Duplex with ADF	unit	2	21,000.00		42,000.00

Specification:

- ?Compact integrated tank design
- ?Print speeds up to 15ipm for black and 8.0ipm for colour
- ?Auto-duplex printing Fax and ADF capability / Ethernet &
- ?Wi-Fi Direct
- ?Borderless Printing up to A4 size
- ?Spill-free ink refilling
- ?Control Panel: 2.4 " Colour LCD Touch Panel

2	External Hard Disk Drive (Portable, 1TB), USB 3.1	unit	1	3,000.00		3,000.00
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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

	TOTAL					45,000.00
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Purpose: for Office use

Checked by:	Funds Available:	
MICHAEL ANTHONY JAY B. REGIS	ALICIA M. FLORES	
TWG - IT Supplies and Equipment	HEAD, BUDGET OFFICE <i>per other name</i>	
Signature:	Requested by:	Noted by:
Printed Name:	MONA NENA B. GERALDO	ALICIA M. FLORES
Designation:	END USER	UNIT HEAD, PROJECT LEADER
		Approved by:
		EDGARDO E. TULIN
		PRESIDENT, VSU <i>7/7/22</i>