



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

PURCHASE REQUEST

Dept./Office: **SSO**

Section/End-User: **Jemuel A. Ocañada**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2022-03-00240**

Date: **03-22-2022**

Category: **IT Supplies and Equipment**

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

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (M) T664, 70 ml	pieces	2	350.00		700.00
2	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	5	350.00		1,750.00
3	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	1	350.00		350.00
TOTAL						2,800.00

Purpose: For office use

Checked by: MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: JEMUEL A. OCAÑADA END USER	Noted by: JULIUS V. ABELA UNIT HEAD / PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU