



PURCHASE REQUEST

PR #: GF-2021-09-00747

Date: 09-02-2021

Dept./Office: USSO

Category: IT Supplies and Equipment

Section/End-User: Junard C. Gucela

Project Title/Code: ODS-OSDS-2021(Office of the Student Development Services)

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	External Hard Disk Drive (Portable, 2TB), USB 3.1	unit	1	4,200.00		4,200.00
Specification: ?Shock-absorbing silicon casing ?Interface: USB 3.1 (Max.5Gb/s) ?Capacity: 2TB ?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						
2	UPS, at least 800 watts	unit	1	5,000.00		5,000.00
TOTAL						9,200.00

Purpose: For Office use

Checked by:		Funds Available:	
 NORMAN O. VILLAS		 MYRNA S. PANCITO	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
	 JUNARD C. GUCELA	 MANOLO B. LORETO JR.	 EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU