



GF-2021-09-00926

## PURCHASE REQUEST

Dept./Office: **DGE**PR #: **GF-2021-09-00926**Date: **09-09-2021**Section/End-User: **Haide B. Cuevas**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **DGE- General Fund 2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00		3,500.00
<b>TOTAL</b>						<b>3,500.00</b>

Purpose: For administrative and instructional use

Checked by:

  
**MICHAEL ANTHONY JAY B. REGIS**

TWG - IT Supplies and Equipment

Funds Available:

  
**ALICIA M. FLORES**

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

  
**HAIDE B. CUEVAS**

END USER

Noted by:

  
**JANNET C. BENCURE**

UNIT HEAD, PROJECT LEADER

Approved by:

  
**EDGARDO E. TULIN**

PRESIDENT, VSU