



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

PURCHASE REQUEST

Dept./Office: **DVCS**PR #: **GF-2020-10-00140/1173**Date: **10-14-2020**Section/End-User: **Noel C. Bustillo**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **DVPCS**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	3	350.00		1,050.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	3	350.00		1,050.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	6	350.00		2,100.00
4	PVC Plastic Cover 100pcs per Pack A4 size 0.2mm	packs	2	500.00		1,000.00
5	TONER Kyocera TK 1147	can	1	6,470.00		6,470.00
TOTAL						11,670.00

Purpose: office use

Checked by: MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: NOEL C. BUSTILLO END USER	Noted by: EUGENE B. LAÑADA UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU