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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-081424-0351**

Dept./Office: **DBM**

Section/End-User: **Sheillo G. Catorce**

Funding Source: **Special Trust Fund**

PR No.: **STF-2024-08-01580**   Date: **08-20-2024**

Category: **IT Supplies and Equipment**

Project Title/Code: **DBM 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	**Multi Function Printer**	unit	1	100,000.00		100,000.00

Specification:

General

- **Warm-up Time:** 31 seconds
- **First Output Speed:** 8.8 seconds
- **Continuous Output Speed:** 20 pages per minute
- **Memory:** Standard 256 MB
- **Dimensions (WxDxH):** 587 x 581 x 537 mm
- **Weight:** 33.5 kg
- **Power Source:** 220-240 V, 50/60 Hz

Scanner

- **Scanning Speed:**
  - Color: Maximum 5 originals per minute
  - B/W: Maximum 15 originals per minute
- **Resolution:** Not specified
- **Bundled Drivers:** TWAIN, SANE, Network TWAIN (Option)
- **Interface:**
  - Standard: USB 2.0
  - Option: Ethernet 10-base-T/100-base-TX (DDST Unit)
- **File Formats:** TFF, JPEG, PDF
- **Scan To:** Email/Folder (Option)

Copier

- **Copying Process:** Laser beam scanning & electrophotographic printing
- **Multiple Copying:** Up to 99 copies
- **Resolution:** Up to 600 dpi
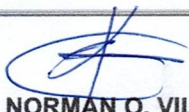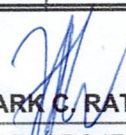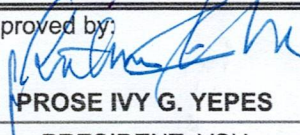- **Zoom Range:** 50% to 200%

Paper Handling

- **Recommended Paper Size:**
  - ○ Standard Paper Tray(s): A3, A4, A5
  - ○ Bypass Tray: A3, A4, A5, A6
- **Paper Input Capacity:**
  - ○ Standard: 350 sheets
  - ○ Maximum: 1,350 sheets
- **Paper Output Capacity:** Standard 250 sheets
- **Paper Weight:**
  - ○ Standard Paper Tray(s): 52-105 g/m²
  - ○ Bypass Tray: 52-216 g/m²
  - ○ Duplex: 64-105 g/m²

Printer

- **Printer Language:** Standard: GDI
- **Resolution:** 600 dpi
- **Interface:**
  - ○ Standard: USB 2.0
  - ○ Option: Ethernet 10-base-T/100-TX (DDST Unit)
- **Network Protocol:** TCP/IP (IP v4)
- **Windows® Environments:**
  - ○ Windows® Vista, Windows® 7, Windows® 8/8.1
  - ○ Windows® Server 2003, Windows® Server 2003R2
  - ○ Windows® Server 2008, Windows® Server 2008R2
  - ○ Windows® Server 2012R2
- **Unix Environments:**
  - ○ OPEN SUSE (KDE & Gnome): v12.1
  - ○ Ubuntu (Unity): v12.04
  - ○ RedHat®: v6.0
  - ○ BOSS: v5

Ecology

- **Power Consumption:** Less than 950W

	TOTAL						100,000.00

Purpose: Office Use

Checked by:		Funds Available:	
NORMAN O. VILLAS		**ALICIA M. FLORES** ○ UNIFAST	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	

	Prepared by:	Noted by:	Approved by:
Signature:			
Printed Name:	**SHEILLO B. CATORCE**	**MARK C. RATILLA**	**PROSE IVY G. YEPES**
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU