GF-2020-10-00747

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

PURCHASE REQUEST

Dept./Office: **DQA**

Section/End-User: **Pamela P. Oraño**

Funding Source: **General Fund - MOOE**

PR #: **GF-2020-10-00747**   Date: **10-28-2020**

Category: **IT Supplies and Equipment**

Project Title/Code: **ODQA-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	**Computer Keyboard USB**	pcs	2	400.00		800.00
	Specification: • Standard Keyboard with 104 Keys • USB Connection • Low Profile Key Caps • Minimum Key Noise • Laser Printing for Key Layout • Spill Resistant Design					
2	Ink, Epson, genuine (C) T664, 70 ml	pieces	10	350.00		3,500.00
3	Ink, Epson, genuine (M) T664, 70 ml	pieces	10	350.00		3,500.00
4	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00		3,500.00
5	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	10	350.00		3,500.00
6	**Mouse, Wired, Optical, USB**	pieces	2	210.00		420.00
	Specification: • USB Port Connectivity • Sensor: Optical • DPI: 1600 • Work method: Wired • Buttons: Left button, middle button, right button • Scroll wheel direction: Two way • Design highlights: Easy installation. 1600 DPI high-definition tracking engine. Anti-slip scroll wheel. Full-size, ambidextrous design					
7	**UPS, at least 500 w**	piece	2	2,550.00		5,100.00
	TOTAL					**20,320.00**
	Purpose: for office use					

Checked by:				Funds Available:	
	MICHAEL ANTHONY JAY B. REGIS			**MYRNA S. PANCITO**	
	TWG - IT Supplies and Equipment			HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: **PAMELA P. ORAñO** END USER		Noted by: **EDITHA G. CAGASAN** UNIT HEAD, PROJECT LEADER		Approved by: **EDGARDO E. TULIN** PRESIDENT, VSU