



PURCHASE REQUEST

Dept./Office: **CN**PR #: **GF-2021-07-00552**Date: **07-30-2021**Section/End-User: **Ciedelle Honey Lou D. Gapasin**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **COPE CHD**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|---|---|-------|--------------------------------------|--|-------------------------|-----------------|
| 1 | Ink continuous, refill, black (Brother DCP T310) | btl's | 6 | 400.00 | | 2,400.00 |
| Specification: Ink continuous, refill, yellow (Brother DCP T310) BT5000Y - Yellow | | | | | | |
| 2 | Ink continuous, refill, cyan (Brother DCp T310) | btl's | 6 | 400.00 | | 2,400.00 |
| Specification: Ink continuous, refill, cyan (Brother DCp T310) BT5000C - Cyan | | | | | | |
| 3 | Ink continuous, refill, magenta (Brother DCP T310) | btl's | 6 | 400.00 | | 2,400.00 |
| Specification: Ink continuous, refill, magenta (Brother DCP T310) BT5000M - Magenta | | | | | | |
| 4 | Ink continuous, refill, yellow (brother DCP T310) | btl's | 6 | 400.00 | | 2,400.00 |
| Specification: yellow (brother DCP T310) | | | | | | |
| TOTAL | | | | | | 9,600.00 |
| Purpose: For the instructional materials like modules that will be used during the trainings and workshops. | | | | | | |
| Checked by: | | | | Funds Available: | | |
| MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment | | | | MYRNA S. PANCITO HEAD, BUDGET OFFICE | | |
| Signature: | Requested by: | | Noted by: | | Approved by: | |
| Printed Name: | CIEDELLE HONEY LOU D. GAPASIN | | CIEDELLE HONEY LOU D. GAPASIN | | EDGARDO E. TULIN | |
| Designation: | END USER | | UNIT HEAD, PROJECT LEADER | | PRESIDENT, VSU | |