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PR-2024-0112-169153



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

PURCHASE REQUEST

PPMP No. : 199-1-1914-2024-11-0-0

PR No.: STF-2023-12-02978

Date: 01-12-2024

Dept./Office: VEFI

Category: IT Supplies and
Equipment

Section/End-User: Cynthia Y. Manzano

Funding Source: Special Trust Fund

Project Title/Code: VFES/Elementary

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	5	350.00	CYNTHIA Y. MANZANO	1,750.00
2	Ink, EPSON 003,Genuine Cyan 65mL	btl	3	350.00		1,050.00
3	Ink, EPSON 003,Genuine Magenta 65mL	btl	3	350.00		1,050.00
4	Ink, EPSON 003,Genuine Yellow 65mL	btl	3	350.00		1,050.00
5	Ink, Epson, genuine (C) T664, 70 ml	pieces	5	350.00		1,750.00
6	Ink, Epson, genuine (M) T664, 70 ml	pieces	5	350.00		1,750.00
7	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	5	350.00		1,750.00
8	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	5	350.00		1,750.00
TOTAL						11,900.00

Purpose: For procurement of office supplies

Checked by: DIONESIO I. ESTUPA TWG - IT Supplies and Equipment		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: CYNTHIA Y. MANZANO END USER	Noted by: MA. RACHEL KIM L. AURE UNIT HEAD, PROJECT LEADER	Approved by: DANIEL LESLIE S. TAN OIC-PRESIDENT, VSU