



PPMP #: 73-5-802-2021-7-0-0



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

PURCHASE REQUEST

Dept./Office: **CaO**PR #: **GF-2020-10-00215 / 0933**Date: **10-16-2020**Section/End-User: **Dahlia R. Arpoceple**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **CaO-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	5	350.00		1,750.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	5	350.00		1,750.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	15	350.00		5,250.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	5	350.00		1,750.00
5	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

6	Ribbon Cartridge EPSON S015639	pieces	20	165.00		3,300.00
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Specification:

Ribbon Cartridge S015639 for EPSON LQ-310 printer

7	Toner, Kyocera TASKalfa 1800	piece	1	7,000.00		7,000.00
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Specification:

Genuine Toner - KYOCERA TASKalfa 1800

TOTAL						21,220.00
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Purpose: For Office use.

Checked by:

DIONESIO I. ESTUPA

TWG - IT Supplies and Equipment

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:	Requested by: 	Noted by:  10/16/20	Approved by: 
Printed Name:	DAHLIA R. ARPOCEPLE	QUEEN-EVER Y. ATUPAN	EDGARDO E. TULIN.
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU