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PR-2023-0913-145274



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

PURCHASE REQUEST

PPMP No. : 16-1-524-2023-8-0-6

PR No.: STF-2023-09-02381

Date: 09-13-2023

Dept./Office: DPM

Category: IT Supplies and
 Equipment

Section/End-User: Raul Anthony S. Valenzona

Funding Source: Special Trust Fund

Project Title/Code: DPM 2023_Ink Masterroll

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Gestetner DX-2430 Reisograph Copy Printer, 500ml	pieces	10	1,080.24		10,802.40
2	Master roll for DX-2430 copy printer, 100 cuts	pieces	2	1,960.00		3,920.00
	TOTAL					14,722.40

Purpose: for instruction materials reproduction

Checked by:		Funds Available:	
	DIONESIO I. ESTUPA		ALICIA M. FLORES 2FF 24
	TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	RAUL ANTHONY S. VALENZONA	ROBELYN T. PIAMONTE	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU