



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

PURCHASE REQUEST

Dept./Office: **DOH**PR #: **GF-2020-10-00657/1217**Date: **10-16-2020**Section/End-User: **Rosario A. Salas**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **TP.HO.01-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	External Hard Disk Drive (Portable, 2TB), USB 3.0	unit	2	5,500.00	ROSARIO A. SALAS	11,000.00
Specification: • Shock-absorbing silicon casing • Interface: USB 3.1 (Max.5Gb/s) • Capacity: 2TB • Texture: Plastic/Rubber • Operating Voltage: DC 5V, 900mA • System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10, Mac OS X 10.6 or later, Linux Kernel 2.6 or later						
TOTAL						11,000.00
Purpose: field supplies						
Checked by: DIONESIO I. ESTUPA				Funds Available: MYRNA S. PANCITO		
TWG - IT Supplies and Equipment				HEAD, BUDGET OFFICE		
Signature:	Requested by: 	Noted by: 		Approved by: 		
Printed Name:	ROSARIO A. SALAS	ROSARIO A. SALAS		EDGARDO E. TULIN		
Designation:	END USER	UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		