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PR-2022-0106-5451



I-00005

## PURCHASE REQUEST

Dept./Office: **DMath**PR #: **STF-2022-01-00005**Date: **01-06-2022**Section/End-User: **Mary Joy H. Piamonte**Category: **IT Supplies and Equipment**Funding Source: **Special Trust Fund**Project Title/Code: **DMath-2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Riso Machine, Copy Printer, fully-automatic one-drum stencil system, 300x300 dpi, 60-90 sheets per m</b>	set	1	75,000.00	EUSEBIO R. LINA JR.	75,000.00
<b>Specification:</b>  Copy Printer, fully-automatic one-drum stencil system, 300x300 dpi, 60-90 sheets per minute, 220-240 V, 50-60 Hz, includes ink black, master and cabinet						
<b>TOTAL</b>						<b>75,000.00</b>
Purpose: for office equipment/ for production of instructional materials						
Checked by:  <b>MICHAEL ANTHONY JAY B. REGIS</b>				Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE		
TWG - IT Supplies and Equipment						
Signature:	Requested by:	Noted by:			Approved by:	
Printed Name:	<b>MARY JOY H. PIAMONTE</b>	<b>EUSEBIO R. LINA JR.</b>			<b>FREDGARDO E. TULIN</b>	
Designation:	END USER	UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	