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PR-2022-0913-63230



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

PURCHASE REQUEST

Dept./Office: **OUR**Section/End-User: **Marian . Sacro**Funding Source: **Special Trust Fund**PR No.: **STF-2022-09-01750**Date: **09-13-2022**Category: **IT Supplies and Equipment**Project Title/Code: **STF - Registration fee**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Kyocera, Ecosys M8124CIDN Toner TK 8113 K	pcs	3	5,680.00		17,040.00
2	Toner cartridge for HP Laserjet 107a , (W1107A)	pcs	10	5,000.00		50,000.00
TOTAL						67,040.00

Purpose: office use

Checked by:

MICHAEL ANTHONY JAY B. REGIS

TWG - IT Supplies and Equipment

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	MARIAN . SACRO	MARWEN A. CASTAÑEDA	EDGARDO E. TULING
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU