



GF-2020-10-00482

PPMP #: 48-5-845-2021-8-0-0



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

## PURCHASE REQUEST

Dept./Office: **VICARP**PR #: **GF-2020-10-00482 /1115**Date: **10-15-2020**Section/End-User: **Elmera Y. Bañoc**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **VICARP.19**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	CD Label/Sticker, plain white (40pcs/pack)	pack	30	50.00		1,500.00
2	Ink, Epson 003,Genuine Black 65mL	btl	10	350.00		3,500.00
3	Ink, EPSON 003,Genuine Cyan 65mL	btl	10	350.00		3,500.00
4	Ink, EPSON 003,Genuine Magenta 65mL	btl	10	350.00		3,500.00
5	Ink, EPSON 003,Genuine Yellow 65mL	btl	10	350.00		3,500.00
<b>TOTAL</b>						<b>15,500.00</b>

Purpose: For office use

Checked by:  <b>MICHAEL ANTHONY JAY B. REGIS</b> TWG - IT Supplies and Equipment		Funds Available:  <b>MYRNA S. PANCITO</b> HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by:  <b>ELMERA Y. BAÑOC</b> END USER	Noted by:  <b>OTHELLO B. CAPUNO</b> UNIT HEAD, PROJECT LEADER	Approved by:  <b>EDGARDO E. TULIN</b> PRESIDENT, VSU