



PPMP #: 23-5-657-2021-7-0-0



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

## PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00660 /1464**Date: **10-16-2020**Section/End-User: **Edralin M. Malasaga**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **VCO.42.026.002**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00		3,500.00
	<b>TOTAL</b>					<b>3,500.00</b>

Purpose: For office use.

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