



OPR 718
5/17/21

PURCHASE REQUEST

Dept./Office: DCE

PR #: STF-2021-05-00167

Date: 05-11-2021

Section/End-User: Maria Precilla P. Balo

Category: IT Supplies and Equipment

Funding Source: Special Trust Fund

Project Title/Code: DCE-2021

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Desktop Microphone	pieces	2	650.00	MARIA PRECILLA P. BALO	1,300.00

Specification:

- Compatible with: Desktop/Notebook/PC, Windows 7-10
- Pickup: 6mm Condenser Mic
- Microphone Directivity: Omnidirectional
- Sensitivity: -58db±3db
- Signal-to-noise Ratio: ?50dB
- Cable Length: 2.5m
- Type: 3.5mm Plug

2	External Hard Disk Drive (Portable, 2TB), USB 3.0	unit	1	5,500.00	MARIA PRECILLA P. BALO	5,500.00
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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

3	Ink, Epson 003,Genuine Black 65mL	btl	3	350.00		1,050.00
4	Ink, EPSON 003,Genuine Cyan 65mL	btl	3	350.00		1,050.00
5	Ink, EPSON 003,Genuine Magenta 65mL	btl	3	350.00		1,050.00
6	Ink, EPSON 003,Genuine Yellow 65mL	btl	3	350.00		1,050.00
7	Web Camera for PC	unit	2	2,500.00	MARIA PRECILLA P. BALO	5,000.00

Specification:

Image sensor: 1 / 2.9
 Lens: 3.6mm/75.7 °
 Effective pixel: 1932 (H) * 1088 (V)
 Horizontal resolution: 2MP
 SNR: > 50dB
 Video stream: H.264:1920 * 1080 / 1920 * 720 / 640 * 360 MJPEG: 1920 * 1080 / 1920 * 720 / 640 * 360

Video Frame rate: 25FPS / 30FPS
 Electronic shutter: Auto
 Protocol: UVC / UVA
 Video output: USB video stream
 Working voltage: DC5V / 160mA ± 6mA
 Working environment: -20 ? to 60 ?

8	Zoom Business Monthly Subscription	set	10	1,000.00		10,000.00
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Specification:

- Host up to 300 participants
- Increase participants up to 1,000 with [Large Meetings](#) add-on
- Single Sign-On
- Recording Transcripts
- Managed Domains
- Company Branding
- All features included in Pro and more

	TOTAL					26,000.00
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Purpose: For Office Use

Checked by: DIONESIO I. ESTUPA		Funds Available: MYRNA S. PANCITO	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by: MARIA PRECILLA P. BALO	Noted by: EPIFANIA G. LORETO	Approved by: EDGARDO E. TULIN
Printed Name:			
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU