



PPMP #: 23-5-1233-2021-8-0-8



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

PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00713/11400**Date: **10-27-2020**Section/End-User: **Jerrel Ann L. Lagitao**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **TP.CO.008**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	1	350.00		350.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	1	350.00		350.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	1	350.00		350.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	1	350.00		350.00
TOTAL						1,400.00

Purpose: For office use

Checked by:		Funds Available:	
MICHAEL ANTHONY JAY B. REGIS		MYRNA S. PANCITO	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	JERREL ANN L. LAGITAO	MA. JULIET C. CENIZA	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU