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 PR-2025-0723-286569
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 Republic of the Philippines
VISAYAS STATE UNIVERSITY
 Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No. : **PPMP-2025-062025-1250**Dept./Office: **CaO**PR No.: **STF-2025-07-00900**
GF-2025-07-00889Date: **07-23-2025**Section/End-User: **Dahlia R. Arpoceple**Category: **Office Equipment**Funding Source: **Special Trust Fund - Capital Outlay**Project Title/Code: **Office Equipment - Printer**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Full-Color Digital Copier	unit	1	120,000.00	QUEEN-EVER Y. ATUPAN	120,000.00

Specification:
BASIC SPECIFICATIONS

- Full Color Digital Copier with Network Printing, Color Scanning and Network Fax
- Copy and Print speed of 35 copies per minute, A4
- 7-inch Color Touch Screen Panel, Speaker for Job Notification
- Scan speed of 60 images per minute on monochrome, 40 images per minute on color at 300dpi, A4
- Warm-up time 26 seconds or less
- Original Size and Copy Size is from A6 up to Legal
- Standard Memory Capacity is 1.5GB and is upgradable to a maximum of 3GB
- Input paper capacity of 250-sheets universal paper cassette and 100-sheets multi purpose tray
- Maintenance Kit is up to 200,000 copies
- Built-in Duplex Unit
- Built-in Document Processor with a capacity of 100 sheets
- Compatible with Windows, Macintosh, Linux, Unix
- Built-in Gigabit Network, USB 2.0 and two USB Host Connection
- Support Kyocera Mobile Print/Scan, Kyocera Mypanel, Airprint, and Mopria
- Low Power consumption copying/printing 479.1W/ 449.1W, Sleep mode: 0.05W

2	printer Wi-Fi Duplex All-in-One Ink Tank Printer with ADF	unit	1	50,000.00	QUEEN-EVER Y. ATUPAN	50,000.00
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Specification:

- ?Printing:
- ?Print Technology: PrecisionCore Heat-Free Technology.
- ?Print Speed: Up to 15.5 ipm for black and 8.5 ipm for color (ISO/IEC 24734).
- ?Maximum Print Resolution: 4800 x 1200 dpi.
- ?Automatic 2-sided Printing: Yes, up to A4.

?Borderless Printing: Up to A4 size.

?Scanning:

?Scanner Type: Flatbed color image scanner.

?Optical Resolution: 1200 x 2400 dpi.

?ADF Capacity: 30 sheets.

?Copying:

?Maximum Copy Size: Legal.

?Copy Resolution: 600 x 600 dpi.

?Faxing:

?Fax Speed: Up to 33.6 kbps, approx. 3 sec/page.

?Fax Resolution: Up to 200 x 200 dpi.

?Paper Handling:

?Paper Input Capacity: 250 sheets.

?Paper Output Capacity: 30 sheets.

?ADF Paper Capacity: 30 sheets.

?Connectivity:

?Interfaces: USB 2.0, Wi-Fi, Wi-Fi Direct, Ethernet.

?Other Features:

?2-year or 50,000-page warranty .

?Panel App support: for mobile printing and device control.

?Spill-free ink refilling .

?2.4" color LCD screen .

?Dimensions and Weight:

?Dimensions: 375 x 347 x 231 mm.

?Weight: 6.7 kg.

3	Computer Set Intel Core i7-14700 processor, 8GB of DDR5 RAM, a 256GB SSD, and a 1TB HDD, along with	set	1	80,000.00	QUEEN-EVER Y. ATUPAN	80,000.00
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Specification:

Processor: Intel Core i7-14700 (up to 5.4GHz, 33MB Cache)

Memory: 8GB DDR5 4800MHz UDIMM

Storage: 256GB SSD + 1TB HDD

Graphics: Intel UHD 770 Graphics

Monitor: Acer 24.5" 120Hz Monitor (model may vary, e.g., KA252Q EObi)

Keyboard & Mouse: USB Wired Keyboard & Wired Mouse

Operating System: Windows 11 Home 64-bit

Software: Microsoft Office Home & Student 2021, Microsoft 365 Basic

Other Features:

Maximum memory supported: 32GB (2 memory slots)

Power Supply: 180W



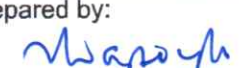

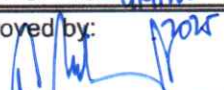
Dimensions: 340mm (H) x 163mm (W) x 350mm (D)

PCIe slots: 1 x PCIe x1, 1 x PCIe x16

USB Ports: Total of 7 USB ports

	TOTAL					250,000.00
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Purpose: Office use

Checked by:  NORMAN O. VILLAS TWG - Office Equipment		Funds Available:  ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by:  DAHLIA R. ARPOCEPLE	Noted by:  QUEEN-EVER Y. ATUPAN UNIT HEAD, PROJECT LEADER	Approved by:  PROSE IVY G. YEPES PRESIDENT, VSU
Printed Name:			
Designation:			