



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

PURCHASE REQUEST

PPMP No. : 35-5-1846-2024-7-0-0

PR No.: GF-2023-08-01925

Date: 08-18-2023

Dept./Office: CAS

Category: IT Supplies and
Equipment

Section/End-User: MARY JOY P. ISRAEL

Funding Source: General Fund - MOOE

Project Title/Code: CAS-2024 EPA

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	External Hard Disk Drive (Portable, 1TB), USB 3.1	unit	1	3,500.00	MA. THERESA P. LORETO	3,500.00
Specification: ?Shock-absorbing ?Interface: USB 3.1 (Max.5Gb/s) ?Capacity: 1TB ?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						
2	Ink, Epson 003,Genuine Black 65mL	btl	15	350.00	MA. THERESA P. LORETO	5,250.00
3	Ink, EPSON 003,Genuine Cyan 65mL	btl	3	350.00		1,050.00
4	Ink, EPSON 003,Genuine Magenta 65mL	btl	3	350.00		1,050.00
5	Ink, EPSON 003,Genuine Yellow 65mL	btl	3	350.00		1,050.00
TOTAL						11,900.00

Purpose: FOR HIGHER EDUCATION GOODS AND SERVICES

Checked by:		Funds Available:	
 DIONESIO I. ESTUPA		 ALICIA M. FLORES	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	MARY JOY P. ISRAEL	MA. THERESA P. LORETO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU