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PR-2023-0831-141944



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

PURCHASE REQUEST

PPMP No. : 216-5-992-2023-7-0-1

PR No.: GF-2023-08-02070

Date: 08-31-2023

Dept./Office: CaO

Category: IT Supplies and Equipment

Section/End-User: Valerie C. Valenzona

Project Title/Code: CaO_2024

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Flash Drive, 16 GB capacity	pc	20	200.00		4,000.00
Specification: Flash Drive, USB, 16 GB capacity						
2	Ink, Epson 003,Genuine Black 65mL	btl	20	350.00		7,000.00
3	Ink, EPSON 003,Genuine Cyan 65mL	btl	9	350.00		3,150.00
4	Ink, EPSON 003,Genuine Magenta 65mL	btl	9	350.00		3,150.00
5	Ink, EPSON 003,Genuine Yellow 65mL	btl	9	350.00		3,150.00
6	Ribbon Cartridge EPSON LX-310	pcs	10	165.00		1,650.00
7	Ribbon Cartridge EPSON S015639	pieces	15	165.00		2,475.00
Specification: ?Ribbon Cartridge S015639 for EPSON LQ-310 printer						
8	Toner, KyoceraTASKalfa 1800	piece	1	7,500.00		7,500.00
Specification: Genuine Toner - KYOCERA TASKalfa 1800						
TOTAL						32,075.00
Purpose: For Office Use						
Checked by: DIONESIO I. ESTUPA TWG - IT Supplies and Equipment				Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE		
Signature:	Requested by:		Noted by:		Approved by:	
Printed Name:	VALERIE C. VALENZONA		QUEEN-EVERY Y. ATUPAN		EDGARDO E. TULIN	
Designation:	END USER		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	