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PR-2022-0913-62868



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

PURCHASE REQUEST

PR No.: GF-2022-09-01657

Date: 09-13-2022

Category: **IT Supplies and
Equipment**

Dept./Office: **ODS**Section/End-User: **Junard C. Gucela**

Project Title/Code: **ODS-OFFICE OF THE
INSTITUTIONAL STUDENT PROGRAMS AND
SERVICES**

Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, EPSON 003,Genuine Cyan 65mL	btl	3	350.00		1,050.00
2	Ink, EPSON 003,Genuine Magenta 65mL	btl	3	350.00		1,050.00
3	Ink, EPSON 003,Genuine Yellow 65mL	btl	3	350.00		1,050.00
TOTAL						3,150.00

Purpose: For Office Supply used for 2023

Checked by: MICHAEL ANTHONY JAY B. REGIS		Funds Available: ALICIA M. FLORES	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE <i>DISPS - nax</i>	
Signature:	Requested by: JUNARD C. GUCELA	Noted by: MANOLO B. LORETO JR.	Approved by: EDGARDO E. TULIN
Printed Name:	JUNARD C. GUCELA	MANOLO B. LORETO JR.	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU <i>9/15/22</i>