



Republic of the Philippines

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No.: 162-5-2869-2023-10-0-16

PR No.: GF-2023-11-02724

Date: 11-09-2023

Dept./Office: ODE

Category: Office Supplies

Section/End-User: Marianne Joyce L. De Caiman

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Project Title/Code: ODEx - Supplies & Materials

Expenses

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bundy Clock	unit	1	10,500.00		10,500.00

Specification:

- · 2-color printing accurately identifies tardiness
- · Power failure backup battery
- · Supports 12hr or 24hr time format
- · Automatic card feed and release
- · Automatic column shifting
- · Time programmable alarm with musical melody
- · For a maximum of 100 employees

Power Supply: AC220V / 230V (50 / 60Hz)
Power Consumption: Min. 3W; Max. 20W
Printing Speed: 26 timed per minute (max.)
Mounting Type: Wall-mount or Desk-mount

	2	Bundy Clock Time Card	pack of	1	250.00	250.00
н			100's			

Specification:

Standard Time Card for Bundy Clocks.

- > Standard Time Card
- > 3.35 x 7.48 inches (L x H)
- > 6 Columns > 100 pcs

TOTAL	10,750.00
Purpose: JO workers Bundy Clock for DTR	
Checked by:	Funds Available:
SHALOM GRACE C. SUGANO	ALICIA M. FLORES
TWG - Office Supplies	HEAD, BUDGET OFFICE

Signature:
Printed Name: MARIANNE JOYCE L. DE CAIMAN
Designation: END USER

Noted by:

Approved by:

DANNEL, LEGUE TON

EDGARDO E. TULIN

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU