



GF-2020-10-00355



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

PPMP #: 72-5-123-2021-7-0-0

OP# 11293
10/15/20

PURCHASE REQUEST

Dept./Office: **AccO**PR #: **GF-2020-10-00355 / 0993**Date: **10-15-2020**Section/End-User: **NORIETA B. BUSTILLO**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **ACCTG2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	External Hard Disk Drive (Portable, 1TB), USB 3.0	unit	4	3,800.00		15,200.00
2	Ink, Epson, genuine (C) T664, 70 ml	pieces	3	350.00		1,050.00
3	Ink, Epson, genuine (M) T664, 70 ml	pieces	3	350.00		1,050.00
4	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	36	350.00		12,600.00
5	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	3	350.00		1,050.00
6	Toner, TN118 (Genuine), for Ineo 206/226	tubes	4	3,437.50		13,750.00

Specification:

	TOTAL					44,700.00
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Purpose: for office use

Checked by:		Funds Available:	
MICHAEL ANTHONY JAY B. REGIS		MYRNA S. PANCITO	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	NORIETA B. BUSTILLO	ERLINDA S. ESGUERRA	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU