



STF-2021-10-01398

OP# 1879-
 1875
 1/4/21

PURCHASE REQUEST

Dept./Office: **MMDC**PR #: **STF-2021-10-01398**Date: **11-03-2021**Section/End-User: **Windy O. Tuyan**Category: **IT Supplies and Equipment**Funding Source: **Special Trust Fund**Project Title/Code: **WEBTEAM-2021**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|--------|---|--------|-----|------------|---------|------------|
| 1 | Online Platform for Workplace Communication | Yearly | 1 | 227,700.00 | | 227,700.00 |

Specification:

- Pilot test for 2 months (December 2021 to January 2022)
- 1200 users for faculty and selected staff
- Account provisioning using Google Workspace
- Group Features
- Special section for knowledge base

TOTAL
227,700.00

Purpose: For office use.

Checked by:

Michael Anthony Jay B. Regis
MICHAEL ANTHONY JAY B. REGIS

Funds Available:

Alicia M. Flores
ALICIA M. FLORES

TWG - IT Supplies and Equipment

HEAD, BUDGET OFFICE

Signature:

Requested by:

Noted by:

Approved by:

Printed Name:

WINDY O. TUYAN
JED ASAPRO. CORTES
EDGARDO E. TULIN

Designation:

END USER
UNIT HEAD, PROJECT LEADER
PRESIDENT, VSU