

Director

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PR-2024-1223-242346

#342



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-122024-0816**

Dept./Office: **CASL**

PR No.: **STF-2024-12-03313**

Date: **12-23-2024**

Section/End-User: **Noreve Jean M. Agad**

Category: **Office Equipment**

Funding Source: **Special Trust Fund**

Project Title/Code: **CASL- 2025 (1)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	10	350.00		3,500.00
2	Ink, EPSON 003,Genuine Cyan 65mL	btl	10	350.00		3,500.00
3	Ink, EPSON 003,Genuine Magenta 65mL	btl	10	350.00		3,500.00
4	Ink, EPSON 003,Genuine Yellow 65mL	btl	10	350.00		3,500.00
TOTAL						14,000.00

Purpose: For laboratory Supplies for the year 2025

Checked by: NORMAN O. VILLAS TWG - Office Equipment		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by: NOREVE JEAN M. AGAD	Noted by: JAMES A. PATINDOL UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU