



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

PURCHASE REQUEST

Dept./Office: **DBS**PR #: **GF-2020-10-00096/1183**Date: **10-13-2020**Section/End-User: **Analyn M. Mazo**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **DBS (A.III.B.1)**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Canon Pixma Ink Bottle,GI-790(Black)	btls	10	400.00	ANALYN M. MAZO	4,000.00
Specification: Ink refill						
2	Canon Pixma Ink Bottle,GI-790(Cyan)	btls	5	400.00	ANALYN M. MAZO	2,000.00
Specification: Refill ink canon						
3	Canon Pixma Ink Bottle,GI-790(Magenta)	btls	5	400.00	ANALYN M. MAZO	2,000.00
Specification: Refill ink Canon						
4	Canon Pixma Ink Bottle,GI-790(Yellow)	btls	5	400.00	ANALYN M. MAZO	2,000.00
Specification: Canon refill ink						
5	Fusing unit for Fuji photocopy machine docucentre S2011	unit	1	14,000.00	EUTQUIO B. BORNIAS	14,000.00
Specification: Genuine Fuji Fusing unit						
6	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00	ANALYN M. MAZO	3,500.00
7	Transport belt Gestetner DX2430	pcs	2	1,900.00	EUTQUIO B. BORNIAS	3,800.00
TOTAL						31,300.00

Purpose: consumable

Checked by:

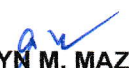
MICHAEL ANTHONY JAY B. REGIS

TWG - IT Supplies and Equipment

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:	Requested by: 	Noted by: 	Approved by: 
Printed Name:	ANALYN M. MAZO	ANALYN M. MAZO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU