



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

PURCHASE REQUEST

Dept./Office: **PRCRTC** PR #: **TF-2020-10-00668** Date: **10-16-2020**
 Section/End-User: **Erlinda A. Vasquez** Category: **IT Supplies and Equipment**
 Funding Source: **Trust Fund** Project Title/Code: **20201050-10.104**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	5	350.00		1,750.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	5	350.00		1,750.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	5	350.00		1,750.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	5	350.00		1,750.00
TOTAL						7,000.00

Purpose: For project use

Checked by: MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment		Funds Available: ERLINDA S. ESGUERRA HEAD, ACCOUNTING OFFICE	
Signature:	Requested by: <i>Erlinda A. Vasquez</i> ERLINDA A. VASQUEZ	Noted by: <i>Erlinda A. Vasquez</i> ERLINDA A. VASQUEZ	Approved by: <i>Edgardo E. Tulin</i> EDGARDO E. TULIN
Printed Name:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			