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PR-2024-1003-227461



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

PURCHASE REQUEST

PPMP No. : 5-5-2097-2025-1-0-2

PR No.: GF-2024-10-02017

Date: 10-03-2024

Dept./Office: DBS

Category: IT Supplies and
Equipment

Section/End-User: Alma . Gofredo

Funding Source: General Fund - MOOE

Project Title/Code: DBS PPMP 2025(GAA)

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink for Rizo CV 3230 Rizograph Machine	tube	1	1,500.00	CHERYL C. BATISTEL	1,500.00
2	Ink, Epson 003,Genuine Black 65mL	btl	25	350.00	CHERYL C. BATISTEL	8,750.00
3	Ink, EPSON 003,Genuine Yellow 65mL	btl	3	350.00	CHERYL C. BATISTEL	1,050.00
TOTAL						11,300.00

Purpose: Office Use

Checked by:

NORMAN O. VILLAS

TWG - IT Supplies and Equipment

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

ALMA . GOFREDO

Noted by:

CHERYL C. BATISTEL

UNIT HEAD, PROJECT LEADER

Approved by: CAS

PROSE IVY G. YEPES

PRESIDENT, VSU