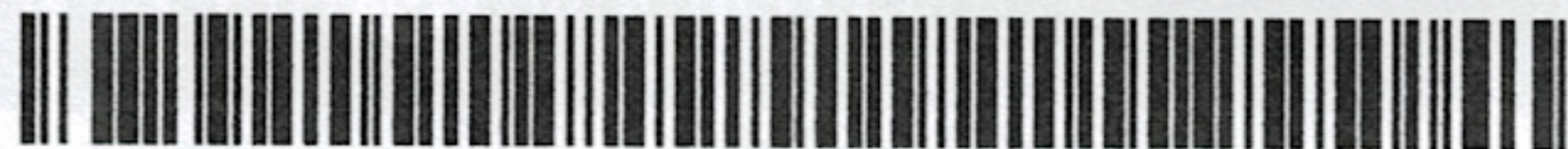


SCAN HERE



PR-2025-0416-267449



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

PURCHASE REQUEST

PPMP No. : PPMP-2025-092424-0066

PR No.: STF-2025-04-00516

Date: 04-16-2025

Dept./Office: OHIGP

Category: Office Equipment

Duration: 2025-01-01

Section/End-User: Josefina L. Soria

Project Title/Code: VSU SPRING

to

Funding Source: Special Trust Fund

WATER 2025

2025-12-31

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	2	350.00	LEOPOLDO S. ESCALA JR.	700.00
2	Ink, EPSON 003,Genuine Cyan 65mL	btl	2	350.00	LEOPOLDO S. ESCALA JR.	700.00
3	Ink, EPSON 003,Genuine Magenta 65mL	btl	1	350.00	LEOPOLDO S. ESCALA JR.	350.00
4	Ink, EPSON 003,Genuine Yellow 65mL	btl	2	350.00	LEOPOLDO S. ESCALA JR.	700.00
TOTAL						2,450.00

Purpose: For VSU Spring use

Checked by:		Funds Available:	
 NORMAN O. VILLAS		 ALICIA M. FLORES	
TWG - Office Equipment		HEAD, BUDGET OFFICE	
Signature:	Prepared by:	Noted by:	Approved by:
Printed Name:	JOSEFINA L. SORIA	 LEOPOLDO S. ESCALA JR. OR CRISLIN B. CRUZ	 PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU