



PURCHASE REQUEST

Dept./Office: **DBS**PR #: **STF-2021-03-00087**Date: **03-30-2021**Section/End-User: **Beatriz S. Belonias**Category: **Office Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **ISR.CAS.BS-11**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Spray, at least 280mL, Lemon/Orange Scent	tubes	1	220.00	BEATRIZ S. BELONIAS	220.00
2	Alcohol, Ethyl, 70% solution, 500mL	btls	3	125.00	BEATRIZ S. BELONIAS	375.00
3	Clip, Double Binder, 1-1/4" (approx. 32mm), Black, 12 pcs/box	boxes	2	28.00	BEATRIZ S. BELONIAS	56.00
4	Clip, Double Binder, 1" (approx. 25mm), Black, 12 pcs/box	boxes	2	20.00	BEATRIZ S. BELONIAS	40.00
5	Clip, Double Binder, 2" (approx. 51mm), Black, 12 pcs/box	boxes	1	70.00	BEATRIZ S. BELONIAS	70.00
6	Clip, Paper, Small, Plastic Coated, 100pcs/box, (33mm)	boxes	3	14.00	BEATRIZ S. BELONIAS	42.00
7	Correction Tape, 8m x 5mm wide	pc	3	40.00	BEATRIZ S. BELONIAS	120.00
8	Folder, Pressboard, US, Blue, Short	piece	5	29.00	BEATRIZ S. BELONIAS	145.00
9	Folder, Pressboard, US, Green, Long	pcs	5	30.00	BEATRIZ S. BELONIAS	150.00
10	Ink, Refill, for Permanent Marker, Black, 30mL	btls	1	115.00	BEATRIZ S. BELONIAS	115.00
11	Ink, Refill, for Permanent Marker, Blue, 30mL	btls	1	115.00	BEATRIZ S. BELONIAS	115.00
12	Ink, Refill, for Whiteboard Marker, Black, 30mL	btls	1	165.00	BEATRIZ S. BELONIAS	165.00
13	Ink, Refill, for Whiteboard Marker, Blue, 30mL	btls	1	165.00	BEATRIZ S. BELONIAS	165.00
14	Paper, Bond, A4, S-20, 70 gsm	reams	5	253.00	BEATRIZ S. BELONIAS	1,265.00
15	Pen, Permanent Marker, black, fine tip	pieces	3	60.00	BEATRIZ S. BELONIAS	180.00
16	Pen, Permanent Marker, blue, fine tip	pieces	3	60.00	BEATRIZ S. BELONIAS	180.00
17	Pen, Ball, black	pieces	5	10.00	BEATRIZ S. BELONIAS	50.00
18	Pen, Ball, blue	pieces	10	10.00	BEATRIZ S. BELONIAS	100.00
19	Pencil, Lead, #2, w/ eraser	pieces	5	10.00	BEATRIZ S. BELONIAS	50.00
TOTAL						3,603.00

Purpose: For project research office, laboratory and field sampling supplies

Checked by: DOREEN B. ALBA TWG - Office Supplies		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature:	Requested by: BEATRIZ S. BELONIAS	Noted by: BEATRIZ S. BELONIAS	Approved by: EDGARDO E. TULIN
Printed Name:			
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU



PURCHASE REQUEST

Dept./Office: **DBS**PR #: **STF-2021-03-00094**Date: **03-30-2021**Section/End-User: **Beatriz S. Belonias**Category: **Laboratory Supplies**Funding Source: **Special Trust Fund**Project Title/Code: **ISR.CAS.BS-11**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Alcohol, Denatured	gallons	1	253.00	BEATRIZ S. BELONIAS	253.00
2	Alcohol, Ethyl, 70% solution, 1 gallon	gallons	1	600.00	BEATRIZ S. BELONIAS	600.00
	TOTAL					853.00

Purpose: For Research project laboratory supplies

Checked by:

JACOB GLENN F. JANSALIN

TWG - Laboratory Supplies

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

BEATRIZ S. BELONIAS

Designation:

END USER

Noted by:

BEATRIZ S. BELONIAS
UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN
PRESIDENT, VSU



PURCHASE REQUEST

Dept./Office: **DBS**PR #: **STF-2021-03-00095**Date: **03-30-2021**Section/End-User: **Beatriz S. Belonias**Category: **IT Supplies and Equipment**Funding Source: **Special Trust Fund**Project Title/Code: **ISR.CAS.BS-11**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Antivirus Software 3 Device, 1+1 Year Licence include VPN (enrolled auto-renewal)	pc	1	2,000.00	BEATRIZ S. BELONIAS	2,000.00

Specification:

- Antivirus Software keeps your PC/Laptop/Mobile device safe from Trojans, viruses, spyware, rootkits, and more, with state-of-the-art anti-malware protection
- Detects, quarantines, and blocks viruses and malware to prevent damage to your PC/Laptop
- Keep zero-day threats and botnets at bay - McAfee Active Protection and Global Threat Intelligence technology have you covered
- Block inappropriate sites
- Two-Way Firewall system monitors and stops traffic in and out of your PC
- Keep sensitive files private by storing them on your PC with 128-bit encryption
- Eliminate the hassle of passwords with the password manager app

2	External Hard Disk Drive (Portable, 1TB), USB 3.0	unit	1	3,800.00	BEATRIZ S. BELONIAS	3,800.00
3	SD Card, 64GB	pcs	2	1,000.00	BEATRIZ S. BELONIAS	2,000.00

Specification:

- 64GB SD Card
- SDHC UHS-1 Class 10 80MB/s

TOTAL						7,800.00
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Purpose: For Research project laboratory, office and field sampling supplies

Checked by: MICHAEL ANTHONY JAY B. REGIS		Funds Available: MYRNA S. PANCITO	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature: Printed Name: BEATRIZ S. BELONIAS Designation: END USER	Requested by: BEATRIZ S. BELONIAS	Noted by: BEATRIZ S. BELONIAS	Approved by: EDGARDO E. TULIN PRESIDENT, VSU