



PURCHASE REQUEST

Dept./Office: OGS

PR #: GF-2021-05-00213

Date: 05-27-2021

Section/End-User: Analyn C. Regina

Category: IT Supplies and Equipment

Funding Source: General Fund - MOOE

Project Title/Code: VSU-1P-2021-8c (Component 3)

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	10	350.00		3,500.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	10	350.00		3,500.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00		3,500.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	10	350.00		3,500.00
TOTAL						14,000.00

Purpose: Production of reports

Checked by: ✓ <div style="text-align: center; margin-top: 5px;"> MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment </div>		Funds Available: <div style="text-align: center; margin-top: 5px;"> MYRNA S. PANCITO HEAD, BUDGET OFFICE </div>	
Signature: Printed Name: Designation:	Requested by: <div style="text-align: center; margin-top: 5px;"> ANALYN C. REGINA END USER </div>	Noted by: <div style="text-align: center; margin-top: 5px;"> ANABELLA B. TULIN UNIT HEAD, PROJECT LEADER </div>	Approved by: <div style="text-align: center; margin-top: 5px;"> EDGARDO E. TULIN PRESIDENT, VSU </div>