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PR-2022-0511-31896

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PR-2022-0408-27039



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

## PURCHASE REQUEST

PR No.: IGP-2022-04-00446

Date: 04-08-2022

Dept./Office: MMDC

Category: IT Supplies and Equipment

Section/End-User: Windy O. Tuyan

Project Title/Code: OFFICE OF THE PRINTING PRESS-2022

Funding Source: Income Generating Project

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Contact Image Sensor (For Ricoh Gestetner Duplicator)	pc	1	20,263.32		20,263.32
Specification: Stock code: C2741739						
2	Hard disk 500GB, 7200rpm, for desk top computer	pieces	1	4,650.00		4,650.00
TOTAL						24,913.32

Purpose: For replacements of parts Gestetner Machine and office use

Checked by:

MICHAEL ANTHONY JAY B. REGIS

TWG - IT Supplies and Equipment

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

WINDY O. TUYAN

END USER

Noted by:

JED ASAPH D. CORTES

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU