



PPMP #: 23-5-1233-2021-8-0-11



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

PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00379/1419**Date: **10-16-2020**Section/End-User: **Jerrel Ann L. Lagitao**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **NCRC.15.1115-917**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	1	350.00		350.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	1	350.00		350.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	1	350.00		350.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	1	350.00		350.00
TOTAL						1,400.00

Purpose: Office use

Checked by: MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment		Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE	
Signature: Printed Name: Designation:	Requested by: JERREL ANN L. LAGITAO END USER	Noted by: JOVANNEMAR P. ANIRE UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU