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PR-2024-1008-228592



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0018**Dept./Office: **PO**PR No.: **GF-2024-10-02368**Date: **10-08-2024**Section/End-User: **Roslyn T. Solano**Category: **Office Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **Planning Office Operations - 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	5	350.00		1,750.00
TOTAL						1,750.00

Purpose: Planning Office Supply

Checked by:  <b>NORMAN O. VILLAS</b> TWG - Office Equipment		Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature:	Prepared by:  <b>ROSLYN T. SOLANO</b>	Noted by:  <b>TONI MARC L. DARGANTES</b> UNIT HEAD, PROJECT LEADER	Approved by:  <b>PROSE IVY G. YEPES</b> PRESIDENT, VSU