



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

SCAN HERE



PR-2022-0204-10926

OP 3/29/22/10/2022

PURCHASE REQUEST

Dept./Office: **OVPSAS**

Section/End-User: **Sheila Marie C. Lemos**

Funding Source: **Special Trust Fund**

PR No.: **STF-2022-02-00097**

Date: **02-04-2022**

Category: **IT Supplies and Equipment**

Project Title/Code: **OVPSAS-STF-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Document Scanner w/ ADF	unit	1	26,000.00	NORBERT JOHN O. VILLAS	26,000.00

Specification:

- ?Flatbed Colored Document Scanner
- ?Combining a flatbed scanner with the convenience of a 50-page ADF
- ?Quickly scan stacks of documents up to 8.5" x 14"
- ?Resolution: 1200 x 1200 dpi

TOTAL						26,000.00
--------------	--	--	--	--	--	------------------

Purpose: 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:

SHEILA MARIE C. LEMOS

END USER

Noted by:

ALELI A. VILLOCINO

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU