



## PURCHASE REQUEST

Dept./Office: **MMDC**PR #: **GF-2021-09-01056**Date: **09-20-2021**Section/End-User: **Windy O. Tuyan**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **WEBTEAM-2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Subscription to Workplace by Facebook	Yearly	1	1,050,000.00		1,050,000.00

**Specification:**

- 1 year subscription (February 2022- January 2023)
- First of two year subscription
- For selected 1200 users under the Visayas State University institutional account
- from January to December 2022
- 1200 users for faculty and selected staff
- Account provisioning using Google Workspace
- Group Features
- Special section for knowledge base

**TOTAL****1,050,000.00**

Purpose: For office use.

Checked by:  <b>MICHAEL ANTHONY JAY B. REGIS</b>		Funds Available:  <b>ALICIA M. FLORES</b>	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:  <b>WINDY O. TUYAN</b>	Noted by:  <b>JED ASAPHO. CORTES</b>	Approved by:  <b>EDGARDO E. TULIN</b>
Printed Name:			
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU