



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

PURCHASE REQUEST

PR No.: **GF-2022-03-00220**

Date: **03-16-2022**

Dept./Office: **DOPAC**

Section/End-User: **Thelma P. Apas**

Funding Source: **General Fund - MOOE**

Category: **IT Supplies and Equipment**

Project Title/Code: **DoPAC-GF2022**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Cover for CPU (Mini Tower) (package)	set	3	60.00	THELMA P. APAS	180.00
2	Cover for keyboard	pieces	3	50.00	THELMA P. APAS	150.00
3	External Hard Disk Drive (Portable, 1TB), USB 3.1	unit	1	3,000.00	THELMA P. APAS	3,000.00
Specification: ?Shock-absorbing ?Interface: USB 3.1 (Max.5Gb/s) ?Capacity: 1TB ?Texture: Plastic/Rubber ?Operating Voltage: DC 5V, 900mA ?System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10, Mac OS X 10.6 or later, Linux Kernel 2.6 or later						
4	Flash Drive, at least 32GB USB 3.0	piece	1	800.00	THELMA P. APAS	800.00
5	Ink, Epson 003,Genuine Black 65mL	btl	10	350.00	THELMA P. APAS	3,500.00
6	Ink, EPSON 003,Genuine Cyan 65mL	btl	10	350.00	THELMA P. APAS	3,500.00
7	Ink, EPSON 003,Genuine Magenta 65mL	btl	10	350.00	THELMA P. APAS	3,500.00
8	Ink, EPSON 003,Genuine Yellow 65mL	btl	10	350.00	THELMA P. APAS	3,500.00
TOTAL						18,130.00

Purpose: For instruction and office use

Checked by: DIONESIO I. ESTUPA		Funds Available: ALICIA M. FLORES	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by: THELMA P. APAS	Noted by: ELIZABETH S. QUEVEDO	Approved by: EDGARDO E. TULIN
Printed Name:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			