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PR-2022-0905-60255



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

PURCHASE REQUEST

PR No.: GF-2022-09-01368

Date: 09-05-2022

Dept./Office: PO

Category: IT Supplies and
Equipment

Section/End-User: Jessamine C. Ecleo

Project Title/Code: OHP 2023

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Drum Cartridge Fuji Xerox DocuCentre S2110 (CT351075)	pc	1	17,000.00		17,000.00
2	Ink, Epson 003,Genuine Black 65mL	btl	15	350.00		5,250.00
3	Ink, EPSON 003,Genuine Cyan 65mL	btl	5	350.00		1,750.00
4	Ink, EPSON 003,Genuine Magenta 65mL	btl	5	350.00		1,750.00
5	Ink, EPSON 003,Genuine Yellow 65mL	btl	5	350.00		1,750.00
6	Ink, Epson, genuine (C) T664, 70 ml	pieces	5	350.00		1,750.00
7	Ink, Epson, genuine (M) T664, 70 ml	pieces	5	350.00		1,750.00
8	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	16	350.00		5,600.00
9	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	10	350.00		3,500.00
10	Toner Cartridge Fuji Xerox DocuCentre S2011	pcs	2	4,300.00		8,600.00

Specification:

Genuine

11	Toner for Develop iNeo 164 Copier	piece	2	3,500.00		7,000.00
TOTAL						55,700.00

Purpose: For office use

Checked by:	Funds Available:
MICHAEL ANTHONY JAY B. REGIS	ALICIA M. FLORES
TWG - IT Supplies and Equipment	HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	JESSAMINE C. ECLEO	JESSAMINE C. ECLEO	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU