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PR-2023-0817-139091



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

PURCHASE REQUEST

PPMP No. : 246-5-1551-2024-7-0-5

PR No.: GF-2023-08-01863

Date: 08-17-2023

Dept./Office: DSO

Category: IT Supplies and Equipment

Section/End-User: Junard C. Gucela

Project Title/Code: DSO-Office of Student Scholarships grants & Awards 2024

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	10	350.00		3,500.00
2	Ink, Gestetner DX2430M, Reisograph Copy Printer Master. 390g	piece	6	1,960.00		11,760.00
TOTAL						15,260.00

Purpose: OFFICE SUPPLIES

Checked by: DIONESIO I. ESTUPA		Funds Available: ALICIA M. FLORES <i>wa sp-2024</i>	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by: 	Noted by: 	Approved by:
Printed Name:	JUNARD C. GUCELA	CHONA A. BRIT	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU