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PR-2025-0515-272126

S.E.37



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

PURCHASE REQUEST

PPMP No. : PPMP-2025-042125-1109

PR No.: TF-2025-05-00625

Date: 05-15-2025

Dept./Office: IO

Category: Office Equipment

Duration: 2024-10-01

Section/End-User: Cristlyn V. Bacariza

Project Title/Code: 20201050-
1.122.1to
2025-09-30

Funding Source: Trust Fund

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	5 /	350.00		1,750.00
2	Ink, EPSON 003,Genuine Magenta 65mL	btl	5 /	350.00		1,750.00
3	Ink, EPSON 003,Genuine Yellow 65mL	btl	10 /	350.00		3,500.00
TOTAL						7,000.00

Purpose: For office use.

Checked by: NORMAN O. VILLAS TWG - Office Equipment		Funds Available: NICK FREDDY R. BELLO HEAD, ACCOUNTING OFFICE	
Signature:	Prepared by: CRISTLYN V. BACARIZA	Noted by: FELICIANO G. SINON SR. UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU