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PR-2024-1007-228276



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092424-0069**Dept./Office: **DOPAC**PR No.: **GF-2024-10-02224**Date: **10-07-2024**Section/End-User: **Susana B. Miñoza**Category: **Office Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **DoPAC - Higher Education**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	9	350.00		3,150.00
2	Ink, Gestetner DX-2430 Reisograph Copy Printer, 500ml	pieces	5	1,080.24		5,401.20
3	Ink, Gestetner DX2430M, Reisograph Copy Printer Master. 390g	piece	3	1,960.00		5,880.00
TOTAL						14,431.20

Purpose: Office use

Checked by:

NORMAN O. VILLAS

ICTMC

Funds Available:

ALICIA M. FLORES

TWG - Office Equipment

HEAD, BUDGET OFFICE

Signature:

Printed Name:

SUSANA B. MIÑOZA

Designation:

Adm. Aide VI

Noted by:

MARK RYAN R. TRIOLE

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU