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PR-2022-0913-62961



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

## PURCHASE REQUEST

PR No.: **GF-2022-09-01653**Date: **09-13-2022**Dept./Office: **OVPREI**Category: **Office  
Equipment**Section/End-User: **Evangeline B. Tapayan**Project Title/Code: **RPO.A.III.C**Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Laminator Machine, A3	unit	1	5,000.00		5,000.00
<b>Specification:</b> ?Heavy Duty, for A3 & A4 size, infrared heating system and adjustable temperature control with overheating protection						
2	Separation Pad	pc	1	3,000.00		3,000.00
<b>Specification:</b> Repair and Replacement of parts of Gestetner DX 2430						
<b>TOTAL</b>						<b>8,000.00</b>

Purpose: For the Office of the Director for Research Use.

Checked by:  <b>LEO A. MAMOLO</b> TWG - Office Equipment		Funds Available:  <b>ALICIA M. FLORES</b> HEAD, BUDGET OFFICE	
Signature: Printed Name: <b>EVANGELINE B. TAPAYAN</b> Designation: <b>END USER</b>	Requested by:  <b>ROSA OPHELIA D. VELARDE</b> UNIT HEAD, PROJECT LEADER	Noted by:  <b>EDGARDO E. TULIN</b> PRESIDENT, VSU	Approved by:  <b>EDGARDO E. TULIN</b> PRESIDENT, VSU