



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-062025-1255**PR No.: **GF-2025-10-01248**Date: **10-10-2025**Dept./Office: **IPD**Category: **IT Supplies and Equipment**Section/End-User: **Aiza B. Besavilla**Funding Source: **General Fund - MOOE**Project Title/Code: **IPDO 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Desktop Computer for Basic Users	set	1	45,000.00		45,000.00

Specification:

Specifications:

- Processor: Intel Core i3 (11th Gen or higher) / AMD Ryzen 3 equivalent, quad-core, ?3.0GHz with integrated graphics
- Memory: 8GB DDR4 RAM, expandable to 16GB
- Storage: 256GB SSD (NVMe preferred); optional 1TB HDD
- Motherboard: Compatible with CPU; 4× USB (2×USB 3.0), HDMI/VGA, LAN, audio ports
- Graphics: Integrated (Intel UHD / AMD Vega or better)
- Monitor: 19? LED/LCD (min. 1366×768) or 21–22? Full HD preferred
- Peripherals: USB Keyboard & Mouse (wired)
- Operating System: Licensed Windows 11 Pro (64-bit)
- Productivity Suite: MS Office (or equivalent)
- Connectivity: Gigabit LAN; Wi-Fi ready (if available)
- Power Supply: ?300W, 80 PLUS certified (or equivalent quality)
- **Included: 650VA Line-Interactive UPS** (Overload & surge protection, automatic voltage regulation, 10–15 mins backup time)
- Warranty: Minimum 1 year parts & service, on-site support
- Packaging: User manual, warranty card, recyclable packaging
- Energy-efficient & DOE-compliant components

	TOTAL					45,000.00
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Purpose: Office use

Checked by:	 NORMAN O. VILLAS	Funds Available:	 ALICIA M. FLORES
	TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE
Signature:		Noted by:	
Printed Name:	AIZA B. BESAVILLA		MARCELO T. ABRERA JR.
Designation:			UNIT HEAD, PROJECT LEADER
		Approved by:	 PROSE IVY G. YEPES
			PRESIDENT, VSU