



## PURCHASE REQUEST

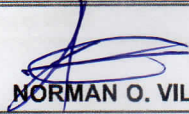
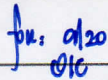
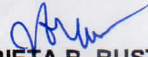
Dept./Office: **AccO**PR #: **GF-2021-09-00826**Date: **09-06-2021**Section/End-User: **Norieta B. Bustillo**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **ACCTG-2022**

| Item #                                                                                                                                                                                                                                                                                                                        | Item Description                                         | Unit   | Qty | Unit Cost | PAR/ICS | Total Cost |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------|-----|-----------|---------|------------|
| 1                                                                                                                                                                                                                                                                                                                             | <b>Computer Keyboard USB</b>                             | pcs    | 2   | 400.00    |         | 800.00     |
| <b>Specification:</b><br>?Standard Keyboard with 104 Keys<br>?USB Connection<br>?Low Profile Key Caps<br>?Minimum Key Noise<br>?Laser Printing for Key Layout<br>?Spill Resistant Design                                                                                                                                      |                                                          |        |     |           |         |            |
| 2                                                                                                                                                                                                                                                                                                                             | <b>Computer Monitor 24", IPS</b>                         | set    | 2   | 7,500.00  |         | 15,000.00  |
| <b>Specification:</b><br>?Panel Size: Wide Screen 23.8"(60.5cm) 16:9<br>?Color Saturation : 72%(NTSC)<br>?Panel Type : In-Plane Switching<br>?True Resolution : 1920x1080<br>?Brightness(Max) : 250 cd/m<br>?Contrast Ratio (Max) : 1000:1<br>?Response Time : 5ms (Gray to Gray)<br>?Display Colors : 16.7M<br>?Flicker free |                                                          |        |     |           |         |            |
| 3                                                                                                                                                                                                                                                                                                                             | <b>External Hard Disk Drive (Portable, 1TB), USB 3.1</b> | unit   | 2   | 3,000.00  |         | 6,000.00   |
| <b>Specification:</b><br>?Shock-absorbing silicon casing<br>?Interface: USB 3.1 (Max.5Gb/s)<br>?Capacity: 1TB<br>?Texture: Plastic/Rubber<br>?Operating Voltage: DC 5V, 900mA<br>?System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10, Mac OS X 10.6 or later, Linux Kernel 2.6 or later                               |                                                          |        |     |           |         |            |
| 4                                                                                                                                                                                                                                                                                                                             | <b>Ink, Epson, genuine, (BK) T664, 70 ml</b>             | pieces | 24  | 350.00    |         | 8,400.00   |
| 5                                                                                                                                                                                                                                                                                                                             | <b>UPS, 1000 VA</b>                                      | unit   | 3   | 3,000.00  |         | 9,000.00   |
| <b>Specification:</b>                                                                                                                                                                                                                                                                                                         |                                                          |        |     |           |         |            |

?1000VA/600W capacity  
 ?Frequency Range: 60 Hz  
 ?Freq. Range (Batt. Mode): 60 Hz  $\pm$  1 Hz  
 ?Transfer Time: Typical 4-8 ms  
 ?Waveform (Batt. Mode): Simulated Sine Wave  
 ?Back-up Runtime: 10-15 mins  
 ?Voltage: 220 VAC  
 ?Voltage Range: 162-270 VAC

|  |              |  |  |  |  |                  |
|--|--------------|--|--|--|--|------------------|
|  | <b>TOTAL</b> |  |  |  |  | <b>39,200.00</b> |
|--|--------------|--|--|--|--|------------------|

Purpose: For office use

|                                                                                                                             |                                                                                                    |                                                                                                                                   |                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Checked by:<br><br><b>NORMAN O. VILLAS</b> |                                                                                                    | Funds Available:<br><br><b>ALICIA M. FLORES</b> |                                                                                                     |
| TWG - IT Supplies and Equipment                                                                                             |                                                                                                    | HEAD, BUDGET OFFICE                                                                                                               |                                                                                                     |
| Signature:                                                                                                                  | Requested by:<br> | Noted by:<br>                                    | Approved by:<br> |
| Printed Name:                                                                                                               | <b>NORIETA B. BUSTILLO</b>                                                                         | <b>NICK FREDDY R. BELLO</b>                                                                                                       | <b>EDGARDO E. TULIN</b>                                                                             |
| Designation:                                                                                                                | END USER                                                                                           | UNIT HEAD, PROJECT LEADER                                                                                                         | PRESIDENT, VSU                                                                                      |