



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

PURCHASE REQUEST

PPMP No. : **PPMP-2024-100324-0511**

Dept./Office: **CME**

PR No.: **GF-2024-11-03096**

Date: **11-04-2024**

Section/End-User: **Geecel F. Galvez**

Category: **Office Equipment**

Duration: **2024-08-16**

Funding Source: **General Fund - MOOE**

Project Title/Code: **VSU-FTP-2024-2**

to
2025-02-15

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	10	350.00		3,500.00
TOTAL						3,500.00

Purpose: for project use

Checked by:

NORMAN O. VILLAS

TWG - Office Equipment

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

GEECEL F. GALVEZ

Noted by:

MOISES NEIL V. SERIO

UNIT HEAD, PROJECT LEADER

Approved by:

PROSE IVY G. YEPES

PRESIDENT, VSU