



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

PURCHASE REQUEST

PPMP No. : **246-1-1551-2023-10-0-9**PR No.: **STF-2023-11-02707**Date: **11-09-2023**Dept./Office: **DSO**Category: **IT Supplies and Equipment**Section/End-User: **Junard C. Gucela**Funding Source: **Special Trust Fund**Project Title/Code: **DSO-DORMITORY 2023**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Gestetner DX-2430 Reisograph Copy Printer, 500ml	pieces	20	1,080.24		21,604.80
	TOTAL					21,604.80

Purpose: For Dormitory supplies

Checked by:

DIONESIO I. ESTUPA

TWG - IT Supplies and Equipment

Funds Available:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	JUNARD C. GUCELA	CHONA A. BRIT 11/9/23	DANIEL LESLIE S. TAN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU