

SCAN HERE



PR-2023-0419-112593

OP4/26/23



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

## PURCHASE REQUEST

PPMP No. : 180-5-605-2023-2-0-4

PR No.: STF-2023-04-00737

Date: 04-19-2023

Dept./Office: OUS

Category: IT Supplies and  
 Equipment

Section/End-User: Antonieta D. Israel

Funding Source: Special Trust Fund

Project Title/Code: BOR-US

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Digital Voice Recorder	unit	1	5,000.00		5,000.00
<b>Specification:</b>  Built-in USB Black  Micro card slot  Stereo mic-in jack  Stereo earphone jack						
2	Lavalier Microphone	pc	1	2,500.00		2,500.00
<b>Specification:</b>  High quality stereo sound with omnidirectional pick-up						
3	Windows 10 Operating System	Licenses	3	10,000.00		30,000.00
<b>Specification:</b>  ?Genuine Windows 10 Volume License						
<b>TOTAL</b>						<b>37,500.00</b>

Purpose: for office use

Checked by:

  
**DIONESIO I. ESTUPA**

Funds Available:

  
**ALICIA M. FLORES**

TWG - IT Supplies and Equipment

HEAD, BUDGET OFFICE

Signature:

Printed Name:

**ANTONIETA D. ISRAEL**

Noted by:

**GUIRALDO C. FERNANDEZ JR.**

Approved by:

**EDGARDO E. TULIN**

Designation:

END USER

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU