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PR-2025-0625-280554



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092624-0638**PR No.: **GF-2025-06-00745**Date: **06-25-2025**Dept./Office: **ITEEM**Category: **Office Equipment**Duration: **2025-01-01**Section/End-User: **Shaira B. Manapsal**Project Title/Code: **EXTENSION 08 -
NR.CRM.015**to
2025-12-31Funding Source: **General Fund - MOOE**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	2	350.00	ELIZA D. ESPINOSA	700.00
TOTAL						700.00

Purpose: For project use.

Checked by:

VIVIAN A. BALBARINO 6/25/25

Funds Available:

ALICIA M. FLORES 6/25/25

TWG - Office Equipment

HEAD, BUDGET OFFICE

Signature:

Prepared by:

SHAIRA B. MANAPSAL

Noted by:

ELIZA D. ESPINOSA

Approved by:

PROSE IVY G. YEPES

Printed Name:

Designation:

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU