



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-020425-0939**

Dept./Office: **RCCRDC**

PR No.: **GF-2025-02-00178**

Date: **02-12-2025**

Section/End-User: **Anarose B. Romo**

Category: **Office Equipment**

Duration: **2025-01-01**
to
2026-12-31

Funding Source: **General Fund - MOOE**

Project Title/Code: **CC7.CFES.1718**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	All-in-One Ink Tank Printer Wi-Fi Duplex with ADF	unit	1	21,000.00		21,000.00

Specification:

- **Design:** Compact integrated tank design
- **Print Speeds:**
 - Black: Up to 15 ipm (images per minute)
 - Color: Up to 8.0 ipm
- **Auto-Duplex Printing:** Yes
- **Additional Features:**
 - Fax capability
 - Automatic Document Feeder (ADF)
 - Ethernet & Wi-Fi Direct
- **Borderless Printing:** Up to A4 size
- **Ink Refilling:** Spill-free
- **Control Panel:** 2.4" Color LCD Touch Panel

2	Epson 001 ink, Black, 127ml, Genuine	btls	6	600.00		3,600.00
3	Epson 001 ink, Cyan, Genuine	btls	3	350.00		1,050.00
4	Epson 001 ink, Magenta, Genuine	btls	3	350.00		1,050.00
5	Epson 001 ink, Yellow, Genuine	btls	3	350.00		1,050.00
6	Mouse, Wired, Optical, USB	pieces	1	210.00		210.00

Specification:

- **Connectivity:** USB Port
- **Sensor:** Optical
- **DPI:** 1600
- **Work Method:** Wired
- **Buttons:** Left button, middle button, right button
- **Scroll Wheel:** Two-way
- **Design Highlights:**
 - Easy installation
 - 1600 DPI high-definition tracking engine
 - Anti-slip scroll wheel

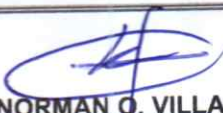
Full-size, ambidextrous design

TOTAL

27,960.00

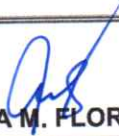
Purpose: For Center's REI project use

Checked by:


NORMAN O. VILLAS

TWG - Office Equipment

Funds Available:


ALICIA M. FLORES 907-25

HEAD, BUDGET OFFICE

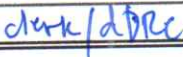
Signature:

Printed Name:

Designation:

Prepared by:


ANAROSE B. ROMO



Noted by:


DENNIS P. PEQUE

UNIT HEAD, PROJECT LEADER

Approved by:


PROSE IVY G. YEPES

PRESIDENT, VSU