



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

PURCHASE REQUEST

Dept./Office: DABE

PR No.: STF-2022-03-00360

Date: 04-07-2022

PRESIDENT, VSU

Section/End-User: Lorbert G. Mazo

Category: Printing Services

Designation:

Funding Source: Special Trust Fund

END USER

Project Title/Code: DABE - 2022

Item #		Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost	
1	Kyocera	toner kit TK-1175	btls	3	8,000.00		24,000.00	
		TOTAL					24,000.00	
Purp	pose: for o	ffice use						
Checked by:				Funds Available	Funds Available: ALICIA M. FLORES			
TWG - Printing Services					+	HEAD, BUDGET OFFICE		
		Requested by:	Note	ed by:		Approved by	<i>'</i> :	
_	ed Name: LORBERT G. MAZO ELD			ON P. DE PADUA	EDGA	RÓO E. TULIN		

UNIT HEAD, PROJECT LEADER