PPMP #: *9-5-859-2021-9-0-10*

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

GF-2021-11-01537

# PURCHASE REQUEST

Dept./Office: **DFST** | PR #: **GF-2021-11-01537** | Date: **11-15-2021**

Section/End-User: **Pearl P. Vistal** | Category: **IT Supplies and Equipment**

Funding Source: **General Fund - MOOE** | Project Title/Code: **GAA 2021**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|---|---|---|---|---|---|---|
| 1 | **Ink, Epson, genuine (C) T664, 70 ml** | pieces | 4 | 350.00 | JOCELYN G. DACLAG | 1,400.00 |
| 2 | **Ink, Epson, genuine (M) T664, 70 ml** | pieces | 4 | 350.00 | JOCELYN G. DACLAG | 1,400.00 |
| 3 | **Ink, Epson, genuine, (BK) T664, 70 ml** | pieces | 6 | 350.00 | JOCELYN G. DACLAG | 2,100.00 |
| 4 | **Ink, Epson, genuine, (Y) T664, 70 ml** | pieces | 4 | 350.00 | JOCELYN G. DACLAG | 1,400.00 |
| | **TOTAL** | | | | | **6,300.00** |

Purpose: for DFST Extension Project (VSU Food ITS SAFE)

| Checked by: | Funds Available: |
|---|---|
| **DIONESIO I. ESTUPA** | **ALICIA M. FLORES** |
| TWG - IT Supplies and Equipment | HEAD, BUDGET OFFICE |

| | Requested by: | Noted by: | Approved by: |
|---|---|---|---|
| Signature: | | | |
| Printed Name: | **PEARL P. VISTAL** | **JOCELYN G. DACLAG** | **EDGARDO E. TULIN** |
| Designation: | END USER | UNIT HEAD, PROJECT LEADER | PRESIDENT, VSU |