



PURCHASE REQUEST

Dept./Office: **DCHM**PR #: **GF-2021-09-01033**Date: **09-16-2021**Section/End-User: **James B. Escudra**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **DTHM-2022-GFMOOE-01**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	External Hard Disk Drive (Portable, 1TB), USB 3.1	unit	1	3,000.00		3,000.00
Specification: ?Shock-absorbing silicon casing ?Interface: USB 3.1 (Max.5Gb/s) ?Capacity: 1TB ?Texture: Plastic/Rubber ?Operating Voltage: DC 5V, 900mA ?System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10, Mac OS X 10.6 or later, Linux Kernel 2.6 or later						
2	Ink, Epson 003, Genuine Black 65mL	btl	50	350.00		17,500.00
3	Ink, EPSON 003, Genuine Cyan 65mL	btl	10	350.00		3,500.00
4	Ink, EPSON 003, Genuine Magenta 65mL	btl	10	350.00		3,500.00
5	Ink, EPSON 003, Genuine Yellow 65mL	btl	10	350.00		3,500.00
TOTAL						31,000.00

Purpose: Office use

Checked by:		Funds Available:	
MICHAEL ANTHONY JAY B. REGIS		ALICIA M. FLORES	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Requested by:	Noted by:	Approved by:
Printed Name:	JAMES B. ESCUADRA	VENICE B. IBAÑEZ	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU