



PPMP #: 23-5-1233-2021-8-0-9



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

PURCHASE REQUEST

Dept./Office: **NCRC**PR #: **GF-2020-10-00609/1425**Date: **10-16-2020**Section/End-User: **Jerrel Ann L. Lagitao**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **NCRC14-1420.16**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Hard Disk Drive, 2.5", 1TB, for laptop	piece	1	3,000.00		3,000.00
	TOTAL					3,000.00
Purpose: Office use						
Checked by: MICHAEL ANTHONY JAY B. REGIS TWG - IT Supplies and Equipment				Funds Available: MYRNA S. PANCITO HEAD, BUDGET OFFICE		
Signature:	Requested by: JERREL ANN L. LAGITAO	Noted by: JOVANNEMAR P. ANIRE		Approved by: EDGARDO E. TULIN		
Printed Name:	JERREL ANN L. LAGITAO	JOVANNEMAR P. ANIRE		EDGARDO E. TULIN		
Designation:	END USER	UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU		