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PR-2024-1008-229079



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092524-0491**Dept./Office: **DPBG**Section/End-User: **Noreen Kaye N. Aure**Funding Source: **General Fund - MOOE**PR No.: **GF-2024-10-02297**Date: **10-08-2024**Category: **Office Equipment**Project Title/Code: **PROCUREMENT 2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Brother BT5000C Cyan	btls	5	500.00		2,500.00
2	Ink, Brother BT5000Y Yellow	btls	5	500.00		2,500.00
3	Ink, Brother BTD60BK, Black	btls	10	500.00		5,000.00
4	Ink, Epson 003,Genuine Black 65mL	btl	20	350.00		7,000.00
5	Ink, EPSON 003,Genuine Cyan 65mL	btl	5	350.00		1,750.00
6	Ink, EPSON 003,Genuine Magenta 65mL	btl	5	350.00		1,750.00
7	Ink, Epson 664 T664 Black and Color set (Black / Cyan / Magenta / Yellow) for Epson L405	set	2	1,500.00		3,000.00
TOTAL						23,500.00

Purpose: 1. Purchase of office supplies and materials for the improvement and maintenance of the workplace and digitalization of the

Checked by: NORMAN O. VILLAS TWG - Office Equipment		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Prepared by: NOREEN KAYE N. AURE	Noted by: JERRY B. SANGUILLOSA UNIT HEAD, PROJECT LEADER	Approved by: PROSE IVY G. YEPES PRESIDENT, VSU