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PR-2022-0913-62897



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

## PURCHASE REQUEST

PR No.: GF-2022-09-01667

Date: 09-13-2022

Dept./Office: ODS

Category: IT Supplies and  
 Equipment

Section/End-User: Junard C. Gucela

Project Title/Code: ODS-OFFICE OF THE STUDENT  
 WELFARE SERVICES

Funding Source: General Fund - MOOE

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003, Genuine Black 65mL	btl	6	350.00		2,100.00
	<b>TOTAL</b>					<b>2,100.00</b>

Purpose: For Office Supply used for 2023

Checked by:

MICHAEL ANTHONY JAY B. REGIS

Funds Available:

ALICIA M. FLORES

TWG - IT Supplies and Equipment

HEAD, BUDGET OFFICE

OSWS-2023

Signature:

Requested by:

Noted by:

Approved by:

Printed Name:

JUNARD C. GUCELA

MANOLO B. LORETO JR.

EDGARDO E. TULIN

Designation:

END USER

UNIT HEAD, PROJECT LEADER

PRESIDENT, VSU

9/13/22