



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

SCAN HERE



PR-2022-0204-11212

PURCHASE REQUEST

Dept./Office: **VEFI**

PR No.: **STF-2022-02-00083**

Date: **02-04-2022**

Section/End-User: **Cynthia Y. Manzano**

Category: **IT Supplies and Equipment**

Funding Source: **Special Trust Fund**

Project Title/Code: **VFES**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	5	350.00	CYNTHIA Y. MANZANO	1,750.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	5	350.00	CYNTHIA Y. MANZANO	1,750.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00	CYNTHIA Y. MANZANO	3,500.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	5	350.00		1,750.00
TOTAL						8,750.00

Purpose: For procurement of office supplies for CY 2021

Checked by: DIONESIO I. ESTUPA TWG - IT Supplies and Equipment		Funds Available: ALICIA M. FLORES HEAD, BUDGET OFFICE	
Signature:	Requested by: CYNTHIA Y. MANZANO END USER	Noted by: MA. RACHEL KIM L. AURE UNIT HEAD, PROJECT LEADER	Approved by: EDGARDO E. TULIN PRESIDENT, VSU