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PR-2022-0516-32726

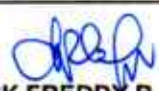


Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
 Visca, Baybay City, Leyte

## PURCHASE REQUEST

Dept./Office: **TBI**PR No.: **TF-2022-05-00560**Date: **05-16-2022**Section/End-User: **Dindo M. Valeroso**Category: **Office Supplies**Funding Source: **Trust Fund**Project Title/Code: **20201050-1.98**

| Item #                                                                                                                                                                                                               | Item Description                                      | Unit | Qty | Unit Cost | PAR/ICS | Total Cost       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|------|-----|-----------|---------|------------------|
| 1                                                                                                                                                                                                                    | <b>HP 201A Cyan Original LaserJet Toner Cartridge</b> | pcs  | 1   | 8,000.00  |         | 8,000.00         |
| <b>Specification:</b><br><br>Color:<br><br>Cyan<br><br><br>Hardware compatibility:<br><br>HP Color LaserJet Pro M252 Printer series, HP Color Laserjet Pro MFP M277 series                                           |                                                       |      |     |           |         |                  |
| 2                                                                                                                                                                                                                    | <b>Paper, Double sided matte, 80 gsm, A4</b>          | pack | 50  | 150.00    |         | 7,500.00         |
| <b>Specification:</b><br><br>-Paper quality: Double-sided matte<br><br>-80 gsm<br><br>-Size: A4 (210 mm x 297mm)<br><br>-Suitable for all inkjet printers<br><br>-Brilliant image quality<br><br>-20 sheets per pack |                                                       |      |     |           |         |                  |
| <b>TOTAL</b>                                                                                                                                                                                                         |                                                       |      |     |           |         | <b>15,500.00</b> |
| Purpose: For TBI office use                                                                                                                                                                                          |                                                       |      |     |           |         |                  |

|                                                                                                                                                    |                                                                                                                                            |                                                                                                                                                                   |                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Checked by:<br><br><b>DOREEN B. ALBA</b><br>TWG - Office Supplies |                                                                                                                                            | Funds Available:<br><br><b>NICK FREDDY R. BELLO</b><br>HEAD, ACCOUNTING OFFICE |                                                                                                                                                  |
| Signature:<br>Printed Name:<br>Designation:                                                                                                        | Requested by:<br><br><b>DINDO M. VALEROSO</b><br>END USER | Noted by:<br><br><b>ALAN B. LORETO</b><br>UNIT HEAD, PROJECT LEADER              | Approved by:<br><br><b>EDGARDO E. TULIN</b><br>PRESIDENT, VSU |