



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



STF-2021-07-00482

PURCHASE REQUEST

Dept./Office: **VSUHSO**PR #: **STF-2021-07-00482**Date: **07-16-2021**Section/End-User: **Clara P. Mercado**Category: **Office Equipment**Funding Source: **Special Trust Fund**Project Title/Code: **USHER**

| Item # | Item Description | Unit | Qty | Unit Cost | PAR/ICS | Total Cost |
|---|------------------|------|-----|-----------|---------|------------------|
| 1 | Digital Copier | unit | 1 | 60,000.00 | | 60,000.00 |
| Specification: | | | | | | |
| <ul style="list-style-type: none"> Digital Copier with Network Printing, Color Scanning and Network Fax Copy and Print speed of 40 copies per minute, A4 Copy/Print/Scan Resolution of 600 x 600 dpi, Fast 1200 dpi and Fine 1200 dpi Warm-up time 17 seconds or less Original Size and Copy Size is from A6 up to Legal Standard Memory Capacity is 512MB and upgradeable to a maximum of 1536MB memory Maximum Duty Cycle of 50,000 pages per month Input paper capacity of 250-sheets universal paper cassette and 100-sheets multi-purpose tray Built-in Document Processor with a capacity of 50 sheets Printer Processor Cortex-A9, 800 MHz Compatible with Windows, Macintosh, Linux, Unix Built-in Gigabit Network, USB 2.0, USB Host Connection and slot for optional SD/SDHC card PCL6, KPDL3 (Post Script 3 compatible), PDF Direct Print, XPS Direct Print and Open XPS emulations Power consumption copying/printing 661W, Sleep mode 1W | | | | | | |
| TOTAL | | | | | | 60,000.00 |

Purpose: For Office Use.

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|---------------|-----------------------------|----------------------------|-----------------------------|-----------------------------|
| Checked by: | NORMAN O. VILLAS | | Funds Available: | MYRNA S. PANTOJA |
| | TWG - Office Equipment | | | HEAD, BUDGET OFFICE |
| Signature: | Requested by: | Noted by: | Approved by: | |
| Printed Name: | CLARA P. MERCADO | ELWIN JAY V. YU | EDGARDO E. TULIN | |
| Designation: | END USER | UNIT HEAD, PROJECT LEADER | PRESIDENT, VSU | |

OP # 1043
 7/26