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PR-2025-0128-249985



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

PURCHASE REQUEST

PPMP No. : PPMP-2025-011625-0857

Dept./Office: IO

PR No.: GF-2025-01-00117

Date: 01-28-2025

Section/End-User: Cristlyn V. Bacariza

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: Innovation Office - 2025

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Bundy Clock	unit	1	10,500.00		10,500.00
Specification: <ul style="list-style-type: none"> · 2-color printing accurately identifies tardiness · Power failure backup battery · Supports 12hr or 24hr time format · Automatic card feed and release · Automatic column shifting · Time programmable alarm with musical melody · For a maximum of 100 employees <p>Power Supply: AC220V / 230V (50 / 60Hz) Power Consumption: Min. 3W; Max. 20W Printing Speed: 26 timed per minute (max.) Mounting Type: Wall-mount or Desk-mount</p>						
2	Bundy Clock Time Card	pack of 100's	2	250.00		500.00
Specification: <p>Standard Time Card for Bundy Clocks.</p> <ul style="list-style-type: none"> > Standard Time Card > 3.35 x 7.48 inches (L x H) > 6 Columns > 100 pcs 						
TOTAL						11,000.00
Purpose: For Innovation Office trainings.						
Checked by: VIVIAN W. BALBARINO TWG - Office Supplies 8/24/23				Funds Available: ALICIA M. FLORES 2/28/25 HEAD, BUDGET OFFICE 9/1		

Signature:	Prepared by: 	Noted by: 	Approved by: 
Printed Name:	CRISTLYN V. BACARIZA	FELICIANO G. SINON SR.	PROSE IVY G. YEPES
Designation:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU