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PR-2024-1002-227129



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-092324-0009**PR No.: **GF-2024-10-01906**Date: **10-02-2024**Dept./Office: **UR**Category: **IT Supplies and Equipment**Section/End-User: **Jannet Leslie Evelyn S. Codog**Funding Source: **General Fund - MOOE**Project Title/Code: **UR-2025**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Carriage, LC535XL - Cyan, DCP-J100	box of 50's	2	400.00		800.00
2	Ink, Carriage, LC535XL - Magenta, DCP-J100	box of 50's	2	400.00		800.00
3	Ink, Carriage, LC535XL-Yellow, DCP-J100	box of 50's	2	400.00		800.00
4	Ink, Epson 003,Genuine Black 65mL	btl	30	350.00		10,500.00
5	Ink, EPSON 003,Genuine Cyan 65mL	btl	15	350.00		5,250.00
6	Ink, EPSON 003,Genuine Magenta 65mL	btl	15	350.00		5,250.00
7	Ink, EPSON 003,Genuine Yellow 65mL	btl	15	350.00		5,250.00
TOTAL						28,650.00

Purpose: daily operations and maintenance of University Registrar Office

Checked by: NORMAN O. VILLAS		Funds Available: ALICIA M. FLORES	
TWG - IT Supplies and Equipment		HEAD, BUDGET OFFICE	
Signature:	Prepared by: JANNET LESLIE EVELYN S. CODOG	Noted by: MIRIAM M. DE LA TORRE	Approved by: PROSE IVY G. YEPES
Printed Name:		UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU
Designation:			