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PR-2025-1113-307838



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

PURCHASE REQUEST

PPMP No. : **PPMP-2025-100725-1452**PR No.: **TF-2025-10-00007**Date: **11-13-2025**Dept./Office: **FAFS**Category: **IT Supplies and Equipment**Duration: **2025-10-07 to 2026-12-31**Section/End-User: **Joyce Lorraine G. Dagpin**Project Title/Code: **101T20201050-10.6.7 (VSU ASTHRDP-NSC)**Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	10	380.00		3,800.00
2	Ink, EPSON 003,Genuine Cyan 65mL	btl	2	400.00		800.00
3	Ink, EPSON 003,Genuine Magenta 65mL	btl	2	400.00		800.00
4	Ink, EPSON 003,Genuine Yellow 65mL	btl	2	400.00		800.00
5	Laser Presentation Remote / Wireless Presenter, Black	pcs	1	1,895.00		1,895.00

Specification:

- red laser pointer
- intuitive controls
- up to 15 m range
- battery indicator
- plug and play wireless receiver

	TOTAL					8,095.00
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Purpose: Office supply

Checked by:			Funds Available:		
NORMAN O. VILLAS			NICK FREDDY R. BELLO		
TWG - IT Supplies and Equipment			HEAD, ACCOUNTING OFFICE		
Signature:	Prepared by:	Noted by:	Approved by:		
Printed Name:	JOYCE LORRAINE G. DAGPIN	VICTOR B. ASIO	PROSE IVY G. YEPES		
Designation:	PROJECT TECHNICAL STAFF IV	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU		