



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



PURCHASE REQUEST

Dept./Office: **FARMI**PR #: **GF-2020-10-00254/1153**Date: **10-14-2020**Section/End-User: **Lilibeth Victoria V. Pagalan**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **EFARMI.TP.UF 009**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson, genuine (C) T664, 70 ml	pieces	5	350.00		1,750.00
2	Ink, Epson, genuine (M) T664, 70 ml	pieces	5	350.00		1,750.00
3	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	8	350.00		2,800.00
4	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	5	350.00		1,750.00
TOTAL						8,050.00

Purpose: For Office Use

Checked by:

MICHAEL ANTHONY JAY B. REGIS

TWG - IT Supplies and Equipment

Funds Available:

MYRNA S. PANCITO

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:

LILIBETH VICTORIA V. PAGALAN

END USER

Noted by:

MAREJEN A. VILLAREMO

UNIT HEAD, PROJECT LEADER

Approved by:

EDGARDO E. TULIN

PRESIDENT, VSU