

HEAD

SCAN HERE



PR-2024-0813-216273



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

## PURCHASE REQUEST

PPMP No. : **PPMP-2024-081224-0345**Dept./Office: **VIHS**Section/End-User: **Charita D. Barbosa**Funding Source: **Special Trust Fund**PR No.: **STF-2024-08-01539**Category: **IT Supplies and Equipment**Project Title/Code:  
**ISR. COeD.0224.0225.01**Date: **08-13-2024**Duration: **2024-12-31**  
to  
**2024-12-31**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	3	350.00		1,050.00
	<b>TOTAL</b>					<b>1,050.00</b>

Purpose: for research

Checked by:

  
**NORMAN O. VILLAS**

Funds Available:

  
**ALICIA M. FLORES**

TWG - IT Supplies and Equipment

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Prepared by:

  
**CHARITA D. BARBOSA**

Noted by:

  
**NELSON H. TEJARA**

UNIT HEAD, PROJECT LEADER

Approved by:

  
**PROSE IVY G. YEPES**

PRESIDENT, VSU