



## PURCHASE REQUEST

Dept./Office: **PO**PR #: **STF-2021-05-00236**Date: **05-25-2021**Section/End-User: **Jessamine C. Ecleo**Category: **IT Supplies and Equipment**Funding Source: **Special Trust Fund**Project Title/Code: **OHP 2021**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Fuji Xerox DocuCentre S2110 drum cartridge CT351075	pc	1	15,000.00		15,000.00
	<b>TOTAL</b>					<b>15,000.00</b>

Purpose: For replacement of damaged part

Checked by:

**MICHAEL ANTHONY JAY B. REGIS**

TWG - IT Supplies and Equipment

Funds Available:

**MYRNA S. PANCITO**

HEAD, BUDGET OFFICE

Signature:

Printed Name:

**JESSAMINE C. ECLEO**

Designation:

**END USER**

Noted by:

**JESSAMINE C. ECLEO****UNIT HEAD, PROJECT LEADER**

Approved by:

**EDGARDO E. TULIN****PRESIDENT, VSU**