



PURCHASE REQUEST

Dept./Office: **USSO**PR #: **GF-2021-09-01010**Date: **09-16-2021**Section/End-User: **Meriam M. Luna**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **Office of the Student Development Services 2022 c/o ODS**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	External Hard Disk Drive (Portable, 1TB), USB 3.1	unit	1	3,000.00		3,000.00
Specification: ?Shock-absorbing silicon casing ?Interface: USB 3.1 (Max.5Gb/s) ?Capacity: 1TB ?Texture: Plastic/Rubber ?Operating Voltage: DC 5V, 900mA ?System Requirements: Windows XP / Vista / 7 / 8 / 8.1 / 10, Mac OS X 10.6 or later, Linux Kernel 2.6 or later						
TOTAL						3,000.00
Purpose: Office Use						
Checked by:				Funds Available:		
 MICHAEL ANTHONY JAY B. REGIS				 ALICIA M. FLORES		
TWG - IT Supplies and Equipment				HEAD, BUDGET OFFICE		
Signature:	Requested by:	Noted by:			Approved by:	
Printed Name:	 MERIAM M. LUNA	 MANOLO B. LORETO JR.			 EDGARDO E. TULIN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER			PRESIDENT, VSU	