



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

PURCHASE REQUEST

Dept./Office: **DCHM**

Section/End-User: **James B. Escuadra**

Funding Source: **General Fund - MOOE**

PR No.: **GF-2022-09-01744**

Date: **09-13-2022**

Category: **IT Supplies and Equipment**

Project Title/Code: **DTHM-2023-GFMOOE-01**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ink, Epson 003,Genuine Black 65mL	btl	30	350.00		10,500.00
2	Ink, EPSON 003,Genuine Cyan 65mL	btl	6	350.00		2,100.00
3	Ink, EPSON 003,Genuine Magenta 65mL	btl	6	350.00		2,100.00
4	Ink, EPSON 003,Genuine Yellow 65mL	btl	6	350.00		2,100.00
TOTAL						16,800.00

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:	JAMES B. ESCUADRA	VENICE B. IBÁÑEZ	EDGARDO E. TULIN
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU