



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

SCAN HERE



PR-2025-1027-306032

PURCHASE REQUEST

PPMP No. : **PPMP-2025-102425-1486**

PR No.: **GF-2025-10-00008**

Date: **10-27-2025**

Dept./Office: **CoEd**

Category: **IT Supplies and Equipment**

Section/End-User: **Ashierah Rhyce B. Esco**

Funding Source: **General Fund - CO**

Project Title/Code: **For Office use Laptop**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Laptop, 15" 13th Gen Intel Core i7	unit	1	65,000.00		65,000.00
Specification:						
	Processor	13th Gen Intel Core i7-1355U				
	RAM	16GB DDR4				
	Storage	512GB PCIe NVMe SSD				
	Display	15.6-inch FHD (1920x1080) Anti-Glare, Micro-Edge				
	Graphics	Intel Iris Xe Graphics (Integrated)				
	Operating System	Windows 11 Home				
	Pre-installed Software	Microsoft 365 Basic (1yr), MS Office 2024				
	Weight	1.59 Kg				
	Camera	FHD Camera with Privacy Shutter				
	Security	Fingerprint Reader (FPR)				
	Keyboard	Backlit Keyboard				
	Battery Life	Up to 8-10 hours (depending on usage)				
	Connectivity	Wi-Fi 6, Bluetooth 5.3				
TOTAL						65,000.00
Purpose: For Office use by Faculty/staff for daily work transactions						
Checked by: NORMAN D. VILLAS				Funds Available: ALICIA M. FLORES <i>10-27-25</i>		
TWG - IT Supplies and Equipment				HEAD, BUDGET OFFICE		
Signature:	Prepared by: ASHIERAH RHYCE B. ESCO		Noted by: LEO A. MAMOILO		Approved by: PROSEMY S. YEPES	
Printed Name:						
Designation:	27/10/25 VI-DEED		UNIT HEAD, PROJECT LEADER		PRESIDENT, VSU	