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PR-2022-0402-25276



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

PURCHASE REQUEST

Dept./Office: **ODAS**PR No.: **GF-2022-04-00390**Date: **04-02-2022**Section/End-User: **Aiza B. Besavilla**Category: **IT Supplies and Equipment**Funding Source: **General Fund - MOOE**Project Title/Code: **ODAS-2022**

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 ?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						
2	Ink, Epson, genuine (C) T664, 70 ml	pieces	2	350.00		700.00
3	Ink, Epson, genuine (M) T664, 70 ml	pieces	2	350.00		700.00
4	Ink, Epson, genuine, (BK) T664, 70 ml	pieces	10	350.00		3,500.00
5	Ink, Epson, genuine, (Y) T664, 70 ml	pieces	2	350.00		700.00
TOTAL						8,600.00

Purpose: For 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:
 AIZA B. BESAVILLA	 RYSAN C. GUINOCOR	 EDGARDO E. TULIN	
Designation:	END USER	UNIT HEAD, PROJECT LEADER	PRESIDENT, VSU