

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE ORDER

Supplier: T & A VARIETY STORE	P.O No: PO-GF-MOOE-2021-12-0530
Address: M.L QUEZON STREET, POBLACION ZONE 10, BAYBAY	Date: 12-03-2021
TIN: 101-721-048	P.R No: GF-2021-09-00873
	Mode of Procurement: NP - Small Value Procurement

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: VSU-Main Campus	Delivery Term: FOB-VSU BAYBAY
Delivery Period: Within 30 calendar days upon receipt of P.O.	Payment Term: As per cost of items delivered

No	Unit	DESCRIPTION	Quantity	Unit Cost	Amount
1	pcs	Folder, Ordinary, A4	50	4.25	212.50

Specification:

Folder, Ordinary, A4

		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
		Purpose: Office Supplies for ACRO			
		Intended: OHACR			

TOTAL: 212.50

Total Amount in Words: **Two Hundred Ten Two And Fifty Pesos Only**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day delay shall be imposed.

Conforme:

Very truly yours,

EDGARDO E. TULIN

President

Supplier's signature Over Printed Name

Date

Fund Cluster: _____

Funds Available: _____

ORS/BURS No. : _____

Date of ORS/BURS : _____

Amount: _____

NICK FREDDY R. BELLO

(OIC) Head, Accounting