

# VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

Tracking No.:

## PURCHASE ORDER

Supplier :	<b>APRIL ANN O. MONTALBAN/ORTUS HOMEMADE FOOD PRODUCTS</b>	P.O No:	PO-STF-2024-07-0558		
Address :	R. Magsaysay Ave., Zone-21, Baybay City, Leyte	Date:	22-Jul-24		
TIN:		PR No:	STF-2024-07-0001-B		
		Mode of Procurement:	NP-SVP		
Gentlemen:					
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery: VSU-Main Campus, Visca, Baybay City, Leyte			Delivery Term: FOB - VSU Main Campus		
Date of Delivery: Within 30 calendar days upon receipt of P.O.			Payment Term: As per cost of items delivered		
Item No.	Description	Unit	QTY	Unit Cost	Amount
1	Token (for Commencement Speakers)	packs	3	1,900.00	5,700.00
	Native bag, 2 camote chips, dehydrated pineapple, vacuumed jackfruit,				
	cassava cabcab, 2 takudo chips, macapuno biscotte, macaroons,				
	cassava chips malunngay flavor, tumblers (bamboo with embossed				
	VSU brand logo), mugs (customized with printed VSU logo)				
	<b>Purpose:</b> For the conduct of the 71st Commencement Exercises on August 6-7, 2024.				
	<b>Intended:</b> OVPAA (R.S. Gravoso)				
TOTAL:					<b>5,700.00</b>
Total Amount in Words: FIVE THOUSAND SEVEN HUNDRED PESOS ONLY					
Very truly yours,					
Conforme:		<b>PROSE IVY G. YEPES</b>			
Supplier's signature Over Printed Name		President			
Date					
Fund Cluster:			ORS/BURS No. :		
Funds Available			Date of ORS/BURS:		
NICK FREDDY R. BELLO Head, Accounting Division		Amount:			