

# CALL-OFF ORDER

## VISAYAS STATE UNIVERSITY

PR No.: GF-2024-10-02249

Visca, Baybay City, Leyte

Tracking No.:

Supplier :	<b>YELLOW KITCHENETTE</b>	C.O. No: <b>CO-25-09-R-120</b>
Address :	5 Rel St., Nalibunan, Abuyog, Leyte	Date: <b>29-Aug-25</b>
Tel./Cel. No.:	Globe: 0997-146-0310 DITO: 0993-809-9324	Mode of Procurement: <b>Framework Agreement</b>

Gentlemen:

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

Place of Delivery: <b>Coffee Boardroom</b>	Delivery Term: <b>FOB - VSU Main Campus</b>
Date of Delivery: <b>September 1, 2025 c/o : 0962-102-0459</b>	Payment Term: <b>As per cost of food delivered</b>

QTY	Unit	Description	Inventory	Unit Cost	Amount
20	packs	Snacks (Morning) Time of Delivery- 9:00 AM		78.44	1,568.80
		Inclusions:			
		At least 1 serving of food for <b>Snacks</b>			
		At least 1 serving of <b>Drinks</b>			
		<b>*Packaging must be made of biodegradable materials</b>			
20	packs	Snacks (Afternoon) Time of Delivery- 2:00 PM		78.44	1,568.80
		Inclusions:			
		At least 1 serving of food for <b>Snacks</b>			
		At least 1 serving of <b>Drinks</b>			
		<b>*Packaging must be made of biodegradable materials</b>			
		Purpose: <b>For Office use.</b>			
		Intended: <b>IAO</b>			

TOTAL: **3,137.60**

Total Amount in Words: **THREE THOSUAND ONE HUNDRED THIRTY SEVEN AND 60/100 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.***

Very truly yours,

Conforme:

<div>_____ Supplier's signature Over Printed Name</div> <div>_____ Date</div>		<div><b>PROSE IVY G. YEPES</b> President</div>
Fund Cluster: _____	ORS/BURS No. : _____	
Funds Available: _____	Date of ORS/BURS: _____	
<div>_____ <b>NICK FREDDY R. BELLO</b> Head, Accounting Division</div>		Amount: _____