

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE ORDER

Supplier: PHILCOPY CORPORATION					P.O No: PO-STF-2022-02-0029			
Address: #140-B REAL STREET, SANTIAGO BLDG,, BARANGAY 21 (Date: 02-04-2022				
TIN: 000-16-9318			P.R No: STF-2021-10-01442					
				Mode of Procurement: Direct Contracting				
Gentler Pl		nish this Office the followi	ng articles subject to the term	ns and	conditions (contained herein:		
Place of Delivery: VSU-Main Campus					Delivery Term: FOB-VSU Baybay			
		: Within 30 calendar days	upon receipt of P.O.	Payment Term: As per cost of items delivered				
No	Unit	DE:	SCRIPTION		Quantity	Unit Cost	Amount	
1	pcs	Kyocera Ecosys M2640id	w/L Toner		2	6,720.00	13,440.00	
Specification: Toner Kit (Page Yield in accordance with ISC) Capacity of Start up Toner Maintenance Kit Paper Feeder Card Authentication xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			xxxxxxxxxxxxxxxx chase for Scanning and photoc ACCUP	TK-1177 (7,200 pages) 3,600 pages MK-1158 (100,000 pages) PF-1100: 250 sheets (Max. x2) Card Authentication Kit(B) Copying TOTAL: 13,440.00				
for eve		of failure to make the full c elay shall be imposed.	lelivery within the time specific	ed abov	e, a penalty	of one-tenth (1/1	0) of one percent	
			Very truly yours,					
Conforn	ne:				EDGARI	DO E. TULIN		
Supplier's signature Over Printed Name			President					
		Date						
Fund Clu	ıster:		ORS/BURS No. :					
Funds A	vailable:		Date of ORS/BURS :					
			Amount:					
		NICK FREDDY R. BELLO Head, Accounting						

Annex F

BUDGET UTILIZATION REQUEST AND STATUS No.: 02-206441-2022-02 VISAYAS STATE UNIVERSITY Date: 02/04/2022 Visca, Baybay City, Leyte Fund: **STF** PHILCOPY CORPORATION Payee: Office: **DFS** Address: #140-B REAL STREET, SANTIAGO BLDG,, BARANGAY 21 (**UACS Code / Responsibility Center Particulars** MFO/PAP Amount **Expenditure DFS** Payment of Supplies/Materials 13,440.00 Total 13,440.00 Certified: В Charges to appropration/allotment Certified: necessary, lawful and under my direct Allotment available and obligated for the supervision purpose/adjustment necessary as and supporting documents valid, proper and indicated above legal Signature: Signature: Printed Printed Name **DANIEL LESLIE S. TAN ALICIA M. FLORES** Name Position: Position: VP for Admin. and Finance Administrative Officer III Head, Budget Unit Date: Date: STATUS OF OBLIGATION Reference **Amount** ORS/JEV/RCI/RADAI Due and Date **Particulars** Obligation Payment Not Yet Due Demandable No. 02-206441-2022-02 13,440.00 13,440.00 02-04-2022 **Obligations** Totals