## VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

## **PURCHASE ORDER**

Cupalia	or. NI	OLAS COMMERCIAL		P.O No	. DO⁻⊥E 3	021-12-0576		
11			NE 10 DAVDAV					
Address: M.L QUEZON STREET, POBLACION ZONE 10, BAYBAY					Date: 12-29-2021 P.R No: TF-2021-11-01466			
					Mode of Procurement: NP - Small Value Procurement			
Gentle								
		nish this Office the following articl	es subject to the terr				:	
		ry: VSU-Main Campus		Delivery Term: FOB-VSU Baybay Payment Term: As per cost of itmes delivered				
Delivery Period: Within 30 calendar days upon rece			·	Payme		•		
No	Unit	DESCRIP			Quantity	Unit Cost	Amount	
1		Paper, Bond, Long, S-24, 80 gsm			20	264.00	5,280.00	
Spe	ecificat	ion:						
brig	ht white,	high premium quality						
2	pieces	Pen, Permanent Marker, blue, fine	tip		5	39.00	195.00	
3	pieces	Pen, Permanent Marker, blue, broa	nd tip		5	42.00	210.00	
4	piece	Pen, Sign, .5mm, Gel-type, Blue			20	26.00	520.00	
5	piece Pen, Sign, .5mm, Gel-type, Red				20	26.00	520.00	
		xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	xxxxxxxxx					
		Purpose: For TES						
		Intended: USSO						
	•					TOTAL:	6,725.00	
Total An	nount in W	ords: Six Thousand Seven Hundred Twe	enty Five Pesos Only					
for eve		of failure to make the full delivery velay shall be imposed.	within the time specifi	ed abov	e, a penalty	of one-tenth (1/3	10) of one percent	
			Ve	ry truly	yours,			
Conforr	ne:							
					EDGADI	OO E. TULIN		
Su	ıpplier's si	gnature Over Printed Name			President			
		Date						
Fund Clu	uster:		ORS/BURS No.	.:				
Funds Available:		Date of ORS/B	URS :					
			Amount:					
		(OIC) Head, Accounting						