

## Visca, Baybay City, Leyte

Supplier: <b>N.N ALCALA STORE</b>			P.O No: PO-STF-2022-02-0053		
Address: TRES MARTIRES STREET, BAYBAY, WESTERN LEYTE, POBLA			Date: 02-17-2022		
TIN: 168-331-936			P.R No: STF-2021-10-01401		
			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	Cartolina, Vellum, White, at least 180gsm	1600	15.00	24,000.00
		xx			
		Purpose: For book repairs and office supplies			
		Intended: VSUCL			
TOTAL:					24,000.00
Total Amount in Words: <b>Twenty Four Thousand Pesos Only</b>					
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,		
			<b>EDGARDO E. TULIN</b>		
Supplier's signature Over Printed Name			President		
Date					
Fund Cluster:			ORS/BURS No. :		
Funds Available:			Date of ORS/BURS :		
			Amount:		
<b>NICK FREDDY R. BELLO</b>					
Head, Accounting					

<p><b>A</b>    Certified:</p> <p>Charges to appropriation/allotment necessary, lawful and under my direct supervision</p> <p>and supporting documents valid, proper and legal</p> <p>Signature:</p>	<p><b>B</b>    Certified:</p> <p>Allotment available and obligated for the purpose/adjustment necessary as indicated above</p> <p>Signature:</p>
<p>Printed Name</p>	<p>Printed Name</p>
<p>Position:</p>	<p>Position:</p>
<p>Date:</p>	<p>Date:</p>

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