

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE ORDER

Supplier: BAYBAY PRINTSHOP	P.O No: PO-TF-2022-01-0003
Address: UPTOWN COMMERCIAL COMPLEX, R MAGSAYSAY AVENUE, POB	Date: 01-04-2022
TIN: 183-80-1468	P.R No: TF-2021-10-01410
	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	pieces	Ribbon Cartridge EPSON S015639	4	159.00	636.00

Specification:

☒ Ribbon Cartridge S015639 for EPSON LQ-310 printer

2	piece	UPS, at least 500 w	2	2,490.00	4,980.00
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Specification:

Recharging Time: at most 4 Hours

		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
		Purpose: TES-ASF (On-going) 1st. sem. 2020-2021			
		Intended: USSO			

TOTAL: 5,616.00

Total Amount in Words: **Five Thousand Six Hundred Ten Six 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:

EDGARDO E. TULIN

Supplier's signature Over Printed Name

President

Date

Fund Cluster: _____
Funds Available: _____

ORS/BURS No. : _____
Date of ORS/BURS : _____
Amount: _____

ERLINDA S. ESGUERRA

Head, Accounting