

# VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

Tracking No.:

## PURCHASE ORDER

|   |   |                                    |   |           |                  |
|---|---|------------------------------------|---|-----------|------------------|
| Supplier :  | <b>N. N. ALCALA STORE</b>   | P.O No:                            | <b>PO-STF-2024-07-0560-A</b>                        |           |                  |
| Address :   | M.L. Quezon St., Baybay City, Leyte   | Date:                              | 22-Jul-24   |           |                  |
| TIN:  | 101-721-048-000   | PR No:                             | <b>STF-2024-07-0001-D</b>                           |           |                  |
|   |   | Mode of Procurement: <b>NP-SVP</b> |   |           |                  |
| Gentlemen:<br>Please furnish this Office the following articles subject to the terms and conditions contained herein: |   |                                    |   |           |                  |
| Place of Delivery: <b>VSU-Main Campus, Visca, Baybay City, Leyte</b>  |   |                                    | Delivery Term: <b>FOB - VSU Main Campus</b>         |           |                  |
| Date of Delivery: <b>Within 30 calendar days upon receipt of P.O.</b>   |   |                                    | Payment Term: <b>As per cost of items delivered</b> |           |                  |
| Item No.  | Description   | Unit                               | QTY   | Unit Cost | Amount           |
| 1   | Drapes (Alpha Geena, white cloth), <b>(137 MTRS/ROLL)</b>                               | rolls                              | 2   | 5,450.00  | 10,900.00        |
|   | <b>Purpose:</b> For the conduct of the 71st Commencement Exercises on August 6-7, 2024. |                                    |   |           |                  |
|   | <b>Intended:</b> OVPA <b>(R.S. Gravoso)</b>   |                                    |   |           |                  |
| TOTAL:  |   |                                    |   |           | <b>10,900.00</b> |
| Total Amount in Words: <b>TEN THOUSAND NINE HUNDRED PESOS ONLY</b>  |   |                                    |   |           |                  |
| Very truly yours,   |   |                                    |   |           |                  |
| Conforme:   |   | <b>PROSE IVY G. YEPES</b>          |   |           |                  |
| _____<br>Supplier's signature Over Printed Name   |   | _____<br>President                 |   |           |                  |
| _____<br>Date   |   |                                    |   |           |                  |
| Fund Cluster: _____   |   | ORS/BURS No. : _____               |   |           |                  |
| Funds Available _____   |   | Date of ORS/BURS: _____            |   |           |                  |
| _____<br><b>NICK FREDDY R. BELLO</b><br>Head, Accounting Division   |   | Amount: _____                      |   |           |                  |