

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE ORDER

Supplier :	ALVI MARKETING	P.O No:	PO-STF-MOOE-2025-07-0496			
Address :	Alegria, Ormoc City, Leyte	Date:	30-Jul-25			
TIN:		P.R No.	STF-2024-10-02991			
		Mode of Procurement: NP-SVP				
Gentlemen:						
Please furnish this Office the following articles subject to the terms and conditions contained herein:						
Place of Delivery:	VSU-Main Campus, Visca, Baybay City, Leyte	Delivery Term: FOB - VSU Main Campus				
Date of Delivery:	Within 30 calendar days upon receipt of P.O.	Payment Term: As per cost of items delivered				
Item No.	Abstract No.	Description	Unit	QTY	Unit Cost	Amount
		STF-2024-10-02991 (SPO) Doreen B. Alba				
1	14	Open Type Filing Cabinet	pc	10	9,450.00	94,500.00
		XX				
		Purpose: For Office improvement.				
		Intended: SPO				
						TOTAL: 94,500.00
Total Amount in Words: NINETY FOUR THOUSAND FIVE HUNDRED 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:						
		PROSE IVY G. YEPES				
		President				
		Date				
Fund Cluster:			ORS/BURS No. : _____			
Funds Available:			Date of ORS/BURS: _____			
		Amount: _____				
		NICK FREDDY R. BELLO				
		Head, Accounting Division				