

## VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

## **PURCHASE ORDER**

Supplier: T & A VARIETY STORE				P.O No: PO-STF-2022-02-0052				
Address: M.L QUEZON STREET, POBLACION ZONE 10, BAYBA			N ZONE 10, BAYBAY	Date: 02-17-2022				
TIN:	101-72	1-048		P.R No: STF-2021-10-01401 Mode of Procurement: NP - Small Value				
				Procurement				
Gentle P		rnish this Office the following	articles subject to the t	terms and	conditions o	contained herein:		
Place o	of Delive	ery: VSU-Main Campus		Delivery Term: FOB-VSU Baybay				
Delive	ry Period	d: Within 30 calendar days up	on receipt of P.O.	Payme	nt Term: As	per cost of items	delivered	
No	Unit	DESC	RIPTION		Quantity	Unit Cost	Amount	
1	meters	Special Haspi - Green -			200	100.00	20,000.00	
Sp	ecificat	tion:				•		
			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					
		xxxxxxxxxxxxxxxxxxxxxxx	XXXXXXXXXXXXX 					
		Purpose: For book repairs ar	nd office supplies					
		Intended: VSUCL						
		Intended. VSOCE						
						TOTAL:	20,000.00	
Total Ar	mount in V	Vords: Twenty Thousand Pesos Onl	у					
for eve		e of failure to make the full delivelay shall be imposed.	very within the time spe	cified abov	e, a penalty	of one-tenth (1/10	0) of one percent	
				Vonethale	Volum			
Conforr	me:			Very truly	yours,			
					EDGARI	OO E. TULIN		
Supplier's signature Over Printed Name					President			
		Date						
Fund Cl	uster:		ORS/BURS	No. :				
Funds A	vailable:		Date of OR	S/BURS :				
			Amount:					
			Amount.					
		NICK FREDDY R. BELLO						
		Head, Accounting						

Annex F

## **BUDGET UTILIZATION REQUEST AND STATUS** No.: 02-206441-2022-02-VISAYAS STATE UNIVERSITY Date: 02/17/2022 Visca, Baybay City, Leyte Fund: **STF** T & A VARIETY STORE Payee: Office: **VSUCL** Address: M.L QUEZON STREET, POBLACION ZONE 10, BAYBAY **UACS Code / Responsibility Center Particulars** MFO/PAP Amount **Expenditure VSUCL** Payment of office Supplies/Materials 20,000.00 Total 20,000.00 Certified: В Charges to appropration/allotment Certified: necessary, lawful and under my direct Allotment available and obligated for the supervision purpose/adjustment necessary as and supporting documents valid, proper and indicated above legal Signature: Signature: Printed Printed Name **DANIEL LESLIE S. TAN ALICIA M. FLORES** Name Position: Position: VP for Admin. and Finance Administrative Officer III Head, Budget Unit Date: Date: STATUS OF OBLIGATION Reference **Amount** ORS/JEV/RCI/RADAI Due and Date **Particulars** Obligation Payment Not Yet Due Demandable No. 02-206441-2022-02-20,000.00 20,000.00 02-17-2022 **Obligations** Totals