



VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE ORDER

Supplier: BRIANA'S LUTONG BAHAY	P.O No: PO-STF-2025-09-0604
Address: BONIFACIO ST., POBLACION ZONE 14, BAYBAY	Date: 2025-09-04
TIN: 000-000-0000	P.R No: STF-2024-10-02750
	Mode of Procurement: 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: As needed by the end-user	Payment Term: As per cost of food delivered

No	Unit	DESCRIPTION	Quantity	Unit Cost	Amount
1	pcs	Breakfast (Buffet Style) #5	4	130.00	520.00

Specification:

- Pakwan/Banana
- Egg
- Spam
- Rice

With free venue for dining (tables and chairs)

2	pcs	Lunch (Buffet Style) Menu#2	4	235.00	940.00
---	-----	-----------------------------	---	--------	--------

Specification:

- Rice
- Humba
- Chopsuey
- Fish
- Vegetable Salad
- Softdrinks

With free venue for dining (tables and chairs)

Buffet Style

3	person	Lunch Buffet Style	80	235.00	18,800.00
---	--------	--------------------	----	--------	-----------

Specification:

- Rice
- Seafood mix
- Fresh lumpia
- Steamed chicken
- Vegetable salad
- Calamansi juice with carrots

with venue

4	pc	Meals (Dinner) Buffer Style Menu #3	4	170.00	680.00
---	----	-------------------------------------	---	--------	--------

Specification:

With free venue for dining (tables and chairs)

Buffet Style

Menu:

		• Rice • Chicken Adobo • Chopsuey • Steamed Fish • Pasta • Melon juice			
5	person	Snacks (PM)	30	70.00	2,100.00
Specification: • Meat bread (packed individually) • with cucumber juice (served individually) • With Mineral Bottle Water					
6	set	Snacks AM	30	70.00	2,100.00
Specification: • one serving of snacks • one serving of softdrinks					
7	packs	Snacks AM (#1)	30	70.00	2,100.00
Specification: • Meat Bread • Mineral Bottled Water or Soft-Drinks					
8	person	Snacks AM (#12)	4	70.00	280.00
Specification: Snacks (AM) Menu: Bam-e Fried chicken Camote & banana fritters Juice (four seasons) with venue inside the campus					
9	packs	Snacks AM (#3)	30	70.00	2,100.00
Specification: • Siopao • Mineral Bottled Water or Softdrinks					
10	packs	Snacks AM (#4)	80	70.00	5,600.00
Specification: • Ham and Cheese Bread • Mineral Bottled Water or Softdrinks					
11	packs	Snacks AM (80.00)	120	70.00	8,400.00
Specification: Please encircle your Preferred Snack below: Choose (1) only • Meat Bread • Empanada • Siopao • Ham and Cheese Bread					

Date	
Fund Cluster: _____	ORS/BURS No. : _____
Funds Available: _____	Date of ORS/BURS : _____
	Amount: _____
NICK FREDDY R. BELLO Head, Accounting	



BUDGET UTILIZATION REQUEST AND STATUS

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

No.: 02-206441-2025-09-
 Date: 09/04/2025
 Fund: **STF**

Payee:	BRIANA'S LUTONG BAHAY			
Office:	CoEd			
Address:	BONIFACIO ST., POBLACION ZONE 14, BAYBAY			
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount
CoEd	Payment of Catering Services			53,700.00
	Total			53,700.00

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

MOISES NEIL V. SERIÑO

VP for Admin. and Finance

ALICIA M. FLORES

Supervising Administrative Officer

Head, Budget Unit

STATUS OF OBLIGATION

Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
09-04-2025	Obligations	02-206441-2025-09-	53,700.00		53,700.00	
	Totals					