

PURCHASE ORDER

Page 1 of 2



OBLIGATION REQUEST AND STATUS
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

No.: 02-101101-2025-07-
 Date: 07/14/2025
 Fund: **GF**

Payee:	N. N. ALCALA STORE			
Office:	DDC			
Address:	TRES MARTIRES STREET, BAYBAY, WESTERN LEYTE, POBLA			
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount
DDC	Payment of Office Supplies			3,500.00
	Total			3,500.00

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:

C STATUS OF OBLIGATION						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
07-14-2025	Obligations	02-101101-2025-07-	3,500.00		3,500.00	
		Totals				