



PURCHASE ORDER

Republic of the Philippines
UNIVERSITY OF SOUTHEASTERN PHILIPPINES
 Obrero Campus, Bo. Obrero, Davao City

Supplier: **V.S TAY INCORPORATED** P.O. No.: 2019-07-0431
 Address: 125 R. Magsaysay Avenue, Davao City Date: July 4, 2019
 TIN: 002623291000 VAT Mode of Procurement: Shopping

Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: SUPPLY OFFICE Delivery Term: 25 days
 Date of Delivery: 06-10-2019 Payment Term: 15 days

Property No.	Stock/	Unit	Description	Quantity	Unit Cost	Amount
1		boxes	CONTINUOUS FORM, 3 PLY, 11x9% inches, 500 sheets per box. *****NOTHING FOLLOWS*****	12	744.00	8,928.00
Fund 101-Consolidated						

OFFICE OF THE AUDITOR
USEP

RECEIVED BY: Janeth
 DATE/TIME: 11 15 2019
0:22:00

Total Amount 8,928.00
 less tax 1% 79.71
 less tax 5% 398.57
Eight Thousand Four Hundred Forty Nine Pesos and 72/100 Only. 8,449.72

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 of delay shall be imposed on the undelivered item/s.

Conforme:

GRETCHEN JOY V. DYAO
 Sales Representative
07.10.19 Date
 Signature over Printed Name of Supplier

Very truly yours, JLL
MA. LUISA B. FAUNILLAN
 Vice President for Administration

Fund Cluster: 01-RAE
 Funds Available: _____
 ORS/BURS No.: 02/10/19/2019-44-20103
 Date of the ORS/BURS: 7/8/19
 Amount: ₱ 8,928.00
ROLANDO B. ENRIQUEZ
 Director, Finance Division

7/5/19