



PURCHASE ORDER

DELIVERY DUE DATE: 01/22/24

Procurement Unit
Tel No.: 045-606-8142/606-8157

Supplier : **DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**
Address : C. Santos St., Tarlac City
Type of Business : Merchandising
TIN No. : 000-540-804-000 VAT Reg.
Tel. No. : (045) 925-0944

PR No.: 2023-11-464
PO No.: 2023-667
Date: 12/15/2023
Mode of Procurement: Shopping

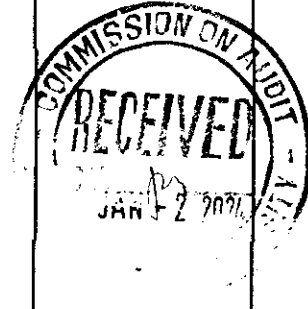
Gentlemen:

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

Place of Delivery: **TARLAC STATE UNIVERSITY** Delivery Term: 20 calendar days
Date of Delivery: _____ Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
3	ream	BONDPAPER, A4 size, 70 gsm, substance 20	10	240.00	2,400.00
5	piece	BALLPEN, black	50	6.00	300.00
8	piece	BROWN LONG ENVELOPE	50	3.00	150.00
					<u>2,850.00</u>

Purpose: College of Science-Long term Extension Program (Service Supplies-COS Angat 4k Program Under Approved University 1st Community Development Projects and Capacity Building for Project Implementation



(Total Amount in Words) Two Thousand Eight Hundred Fifty Only

Warranty shall be for a period minimum of three (3) months for expendable supplies, or a minimum period of one (1) year for non-expendable supplies. In case of failure to make 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.

Very truly yours,

DR. GRACE N. ROSETE
Vice President for Administration
Authorized Official

Conforme:
01/02/24

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(Signature over printed name & date)

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. : 02-201641-2023-12-7074
Amount : 2,850.00