



PURCHASE ORDER

DELIVERY DUE DATE: 11/17/19

Procurement Unit
Tel No.: (045) 606-8142

Supplier : RGC MARKETING	PR No.: <u>2019-09-355</u>
Address : <u>#7 Atlanta St. Niñas Village Subd., Brgy. Suizo, Tarlac City</u>	PO No.: <u>2019-651</u>
TIN No. : <u>176-842-610-000 VAT Reg.</u>	Date: <u>10/15/2019</u>
Tel. No. : <u>0942-741-4143</u>	Mode of Procurement: <u>Shopping</u>

Gentlemen:

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

Place of Delivery: TARLAC STATE UNIVERSITY	Delivery Term: <u>30 calendar days</u>
Date of Delivery:	Payment Term: <u>n/30</u>

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	box	CLIP. Backfold, 50mm, 12s/box	50	165.00	8,250.00
2	pcs	DATA FILE BOX, 5"x9"x15 3/4"	100	130.00	13,000.00
4	box	FASTENER, Metal, 50 sets/box	100	55.00	5,500.00
5	roll	TAPE, Measurement 24mm, 50 meters, transparent	15	15.00	225.00
***** Purpose: For Office use					<u>26,975.00</u>

(Total Amount in Words) Twenty Six Thousand Nine Hundred Seventy Five Pesos Only

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,

945
DR. GLENARD T. MADRIAGA
 VP, Admin. & Finance
 Authorized Official

Conformes

RGC MARKETING

(Signature over printed name & date)

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

Funds Available:

JESUS S. DANGANAN
 Budget Officer IV

ALOBS No. :
Amount :

all noted
10/18/19