



PURCHASE ORDER

DELIVERY DUE DATE:

9/30/21

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

Supplier : **RGC MARKETING**
Address : #7 Atlanta St. Nifas Village Subd., Brgy. Suizo, Tarlac City
Type of Business : Merchandising
TIN No. : 176-842-610-000 VAT Reg.
Tel. No. : 0942-741-4143

PR No.: 2021-07-173
PO No.: 2021-288
Date: 8/25/2021
Mode of Procurement: Small value

Gentlemen:

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

Place of Delivery: **TARLAC STATE UNIVERSITY**
Date of Delivery:

Delivery Term: 30 calendar days
Payment Term: n/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pcs	VELLUM PAPER, 8.5x13 long size, white 120gsm	10000	3.15	31,500.00
2	pcs	VELLUM PAPER, 8.5x11 Short size, white 120gsm	10000	2.85	28,500.00
3	pcs	RING BIND, size: 1" x 44, black color	300	27.85	8,355.00
4	pcs	RING BIND, size: 5/8" x 44, black color	300	15.85	4,755.00
5	pcs	RING BIND, size: 1 1/2" x 44, black color	300	36.75	11,025.00
***** Purpose: for PPMP 1st and 3rd qtr 2021					84,135.00

(Total Amount in Words) Eighty Four Thousand One Hundred Thirty Five Pesos 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. ARMEE N. ROSEL
VP, Research & Extension Services
Authorized Official

Conforms:

RGC MARKETING
(Signature over printed name & date)

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



Funds Available:
RYAN R. RONQUILLO
OIC, Budget Office

ALOBS No. : 02-101101-21-08-5981
Amount : ₱ 84,135.00