



PURCHASE ORDER

DELIVERY DUE DATE: 08 JUN 2024

Procurement Unit

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

Supplier : **GREGMAN'S GENERAL MERCHANDISE**
 Address : Zamora St., San Roque, Tarlac City
 Type of Business : Merchandising
 TIN No. : 157-742-805-000 VAT Reg.
 Tel. No. : 0969-503-1228

PR No.: 2024-05-204
 PO No.: 2024-352
 Date: 05/24/2024
 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** Delivery Term: 10 calendar days
 Date of Delivery: _____ Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
3	piece	STICKY NOTES, 3x4	10	50.00	500.00
4	piece	MANILA PAPER	10	5.00	50.00
5	box	BALLPEN	1	280.00	280.00
***** Purpose: Training Workshop for Internal					<u>830.00</u>

(Total Amount in Words) Eight Hundred Thirty 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. ARNOLD E. VELASCO
 President
 Authorized Official



Conforme:

[Signature] 5/29/24

GREGMAN'S GENERAL MERCHANDISE

(Signature over printed name & date)

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

Funds Available:

[Signature]
JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 02-MWU-2024-05-17677
 Amount : 830.00