



PURCHASE ORDER

DELIVERY DUE DATE: 2-26-23

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) 982-8558

PR No.: 2023-02-055
PO No.: 2023-065
Date: 2/15/2023
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: 10 calendar days
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	roll	TAPE , double sided, 3/4 x 10m	6	30.00	180.00
2	roll	TAPE , double sided, 1/2 inch x 10m	10	25.00	250.00
3	ream	CONSTRUCTION PAPER , assorted, (colored), Long, (250sheets)	3	220.00	660.00
5	pcs	YARN , knitting crochet yarn, (red and pink)	10	15.00	150.00
6	pack	GEL PEN , black, 0.5 mm (10piece per pack)	3	250.00	750.00
7	box	CHALKS , assorted colored, dustless (12pcs/pack)	10	40.00	400.00
					<u>2,390.00</u>

Purpose: for the conduct of Love, Courtship, and Relationship Activity

(Total Amount in Words) Two Thousand Three Hundred Ninety 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. GRACE N. ROSETE

Vice President for Administration

Authorized Official

Conforme:

[Signature]
2-16-23

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(Signature over printed name & date)

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

COMMISSION ON AUDIT - TSU
RECEIVED
Date FEB 16 2023

Funds Available:

JASPER A. YAUDER, CPA

Budget Officer

ALOBS No. : 02-101101- 2023- 02- 0207

Amount : P 2390-