



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 11-27-22

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.: 2022-10-313
 PO No.: 2022-539
 Date: 11/11/2022
 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/10

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
9	box	CRAYONS , (8pcs)	6	25.00	150.00
25	pcs	TAPE , packing (48mm x 30mm)	2	50.00	100.00
26	pcs	TAPE , double sided, 1/2	1	20.00	20.00
***** Purpose: for COS: Leadership Training Summit use					270.00

(Total Amount in Words) Two Hundred Seventy 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:

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: NOV 17, 2022

Funds Available:

JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 02-101101-2022-11-1467
 Amount : ₱ 270-