



# PURCHASE ORDER

DELIVERY DUE DATE: 11/9/2020

Procurement Unit

Telephone No. 045-606-8142/606-8157

Supplier: **BAN BEE COMMERCIAL CO., INC.**

Address: 858 Claro M. Recto Avenue Binondo, Manila

Type of Business: Merchandising Business

TIN#: 001-609-075-000 VAT Reg.

Tel. No.: 02-8986-9305 / 02-8986-9306 / 09178302364

PR No: 2020-02-043

PO No: 2020-332

Date: 9/18/2020

Mode of Procurement: Small Value

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

Place of Delivery: **TARLAC STATE UNIVERSITY**

Delivery Term: 30 Calendar Days

Date of Delivery:

Payment Term: N/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
538	pc	TAPE, Scotch tape, 1 inch, 20 meter for 3 inches diameter hole tape dispenser	30	25.00	750.00
841	bottle	INK REFILL, for whiteboard marker, black, Pilot ***** Purpose: for office use of various offices/colleges (APP 2020)	20	55.00	1,100.00
					<b>1,850.00</b>

COMMISSION ON AUDIT, TSU  
RECEIVED  
By: *[Signature]* Date: 09 OCT 2020

(Total Amount in Words) One Thousand Eight Hundred Fifty 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. GLENARD T. MADRAGA

VP, Admin. & Finance

Authorized Official

Conformer:

*10/9/2020*  
*[Signature]*

**BAN BEE COMMERCIAL CO., INC.**

(Signature over printed name & date)

Bank Account Name:

Bank Account Number:

Bank Name:

Bank Address:

**BENSON PALAO CHUA**  
**BAN BEE COMMERCIAL CO., INC.**  
 858 C.M. RECTO AVENUE, MANILA  
 Tel. No. 89869305; 08 Fax: 7808364  
 Smart: 0908-7371919 Globe: 09582018980  
 TIN No.: 001-609-075-000  
 Email: banbee@banc.com

Funds Available:

*[Signature]*  
**EISEN MAY T. TEOFILO**  
 Head, Budget Office

ALOBS No.: 12-16(441)-2020-09-1235

Amount: ₱ 1,850-

No.: TSU-PRO-SF-09

Revision No. 03

Effectivity Date: August 24, 2020

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*note of 10/9/20*



# PURCHASE ORDER

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

**DELIVERY DUE DATE:** 11/8/2020

Supplier : **BAN BEE COMMERCIAL CO., INC.**  
Address : 858 Claro M. Recto Avenue Binondo, Manila  
Type of Business: Merchandising Business  
TIN#: 001-609-075-000 VAT Reg.  
Tel. No. : 02-8986-9305/ 02-8986-9306/09178302364

PR No.: 2020-02-043  
PO No.: 2020-332  
Date: 9/18/2020  
Mode of Procurement: Small Value

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
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Very truly yours,  
**DR. GLENARD T. MADRIAGA**  
VP, Admin. & Finance  
Authorized Official

Conforme:

**BAN BEE COMMERCIAL CO., INC.**  
(Signature over printed name & date)  
Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

Funds Available:  
  
**ELENA MAY T. TEOFILO**  
Head, Budget Office

ALOBS No. : 02-206441-2020-09-1235  
Amount : ₱ 1,850-