



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 6/9/23

Supplier : **MCE. (MELODY CORPUZ ESPINOSA) INC.**
 Address : Quirino St. San Jose, Balanga City, Bataan
 Type of Business : Merchandising
 TIN No. : 608-038-415-00000 Non-VAT
 Tel. No. : 0961-090-6288

PR No.: 2023-04-154
 PO No.: 2023-228
 Date: 05/18/2023
 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** Delivery Term: 15 calendar days
 Date of Delivery: _____ Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
16	pack	WIPES, wet wipes, anti-bacterial ***** <i>Purpose: for ORA use</i>	40	50.00	<u>2,000.00</u>


(Total Amount in Words) Two Thousand 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:

 5-25-23

MCE. (MELODY CORPUZ ESPINOSA) INC.

(Signature over printed name & date)

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

COMMISSION ON AUDIT - TSU
RECEIVED
 Date MAY 25 2023

Funds Available:


JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 02-206441-2923-05-125
 Amount : ₱ 2000