



PURCHASE ORDER

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

DELIVERY DUE DATE: 4/6/24

TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT

Supplier : **TRADING**
Address : **445 M.H. Del Pilar St. Santo Cristo Tarlac City**
Type of Business : **Merchandising**
TIN No. : **441-393-698-000**
Tel. No. : **0916-662-3833**

PR No.: **2024-02-038**
PO No.: **2024-159**
Date: **3/14/2024**
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: **15 calendar days**

Date of Delivery:

Payment Term: **n/15**

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
3	ream	BOND PAPER, A4 (GSM70) ***** <i>Purpose: to be used in the conduct of the research proposal entitled "Community Needs Assessment Towards Transforming and Revitalizing Local Arts and Culture (Tarlac): A community-based Tourism Initiative". Lead Author: Myrel M. Santiago</i>	15	220.00	<u>3,300.00</u>



(Total Amount in Words) Three Thousand Three Hundred 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
University President
Authorized Official

Conforme:

Alvador 3/22/24

TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT TRADING

(Signature over printed name & date)

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

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. :02-202441-2024-03-0864
Amount : 3,300.00