



# PURCHASE ORDER

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

**DELIVERY DUE DATE:** Pick-Up/COD

Supplier : **A WRENCH AUTO PARTS SHOP**  
Address : Raysam Bldg., BLk 43 Lot 22 10th St., Mc Arthur Highway  
Sitio Pag-Asa, San Rafael Tarlac  
Type of Business : Merchandising  
TIN No. : 932-676-041-00000 Non-VAT  
Tel. No. : 0921-602-4181

PR No.: 2024-09-382  
PO No.: 2024-693  
Date: 11/5/2024  
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**  
Date of Delivery:  
Delivery Term: Pick-Up  
Payment Term: COD

| Item No. | Unit  | Description   | Quantity | Unit Cost | Total Cost       |
|----------|-------|---|----------|-----------|------------------|
| 1        | liter | ENGINE OIL, Toyota, 5W-30 Fully Synthetic<br>*****<br><i>Purpose: for Maintenance Service of HINO Bus JM-3644</i> | 23       | 700.00    | <u>16,100.00</u> |

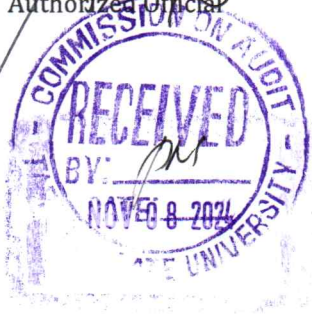
(Total Amount in Words) Sixteen Thousand One Hundred Pesos Only


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  
President

Conforme:  11/8/24

**A WRENCH AUTO PARTS SHOP**  
(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. : 02-2024-2024-11-3584  
Amount : PTG100