



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: Pick-up/COO

Supplier : **PANDAYAN BOOKSHOP, INC.**

Address : San Roque, Tarlac City

Type of Business : Merchandising

TIN No. : 002-857-329-052

Tel. No. : 0923-084-5931

PR No.: 2024-10-429

PO No.: 2024-723

Date: 11/13/2024

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: Pick-up

Date of Delivery:

Payment Term: COD

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	CERTIFICATE HOLDER, A4	50	49.00	2,450.00
3	piece	ID HOLDER, (Size A6)	50	16.00	800.00
		***** <i>Purpose: for Aguman Ning Belwan 2024: 2nd National Multidisciplinary Research Conference on December 5-6, 2024</i>			<u>3,250.00</u>

(Total Amount in Words) Three Thousand Two 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. ARNOLD E. VELASCO

President

Authorized Official

Conforme:

11/15/24

PANDAYAN BOOKSHOP, INC.

(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. : 02-706441-2024-11-2697

Amount : 3,250.00