



PURCHASE ORDER

DELIVERY DUE DATE: 3-14-23

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

TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT		PR No.: <u>2023-01-044</u>
Supplier : TRADING	Address : <u>445 M.H. Del Pilar St. Santo Cristo Tarlac City</u>	PO No.: <u>2023-072</u>
Type of Business : <u>Merchandising</u>	TIN No. : <u>441-393-698-000</u>	Date: <u>02/15/2023</u>
Tel. No. : <u>0916-662-3833</u>		Mode of Procurement: <u>Small Value</u>

Gentlemen:

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

Place of Delivery: TARLAC STATE UNIVERSITY	Delivery Term: <u>20 calendar days</u>
Date of Delivery:	Payment Term: <u>n/15</u>

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	ream	Bond Paper, A4, 70gsm	10	240.00	2,400.00
2	ream	Bond Paper, Legal 70gsm	12	250.00	3,000.00
***** Purpose: for APP CSE 2022 (not available in PS-DBM)					<u>5,400.00</u>

(Total Amount in Words) Five Thousand Four 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. GRACE N. ROSETE
Vice President for Administration
Authorized Official

Conforme:

2/22/23

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. : 02-906609-007-02-0031
Amount : 5,400.00