



PURCHASE ORDER

DELIVERY DUE DATE: 25 SEP 2024

Procurement Unit

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

Supplier : **DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**
 Address : C. Santos St., Tarlac City
 Type of Business : Merchandising
 TIN No. : 000-540-804-000 VAT Reg.
 Tel. No. : (045) 925-0944

PR No.: 2024-07-305
 PO No.: 2024-540
 Date: 08/29/2024
 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: 20 calendar days
 Date of Delivery:
 Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	ream	Bond Paper (Long 70gsm)	20	250.00	5,000.00
2	ream	Bond Paper (A4 70gsm)	14	240.00	3,360.00
***** <i>Purpose: to be used in the processing of documentary requirements for TDP-SUCs Grantees of CHED</i>					<u>8,360.00</u>

(Total Amount in Words) Eight Thousand Three Hundred Sixty 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:

[Signature] 9/5/24

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(Signature over printed name & date)

Bank Account Name:

Bank Account Number:

Bank Name:

Bank Address:



Funds Available:

[Signature]
JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. : 02 702603 2024-09-0174
Amount : 8,360.00