



PURCHASE ORDER

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

DELIVERY DUE DATE: Pick-Up / COD

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.: 2024-09-376
PO No.: 2024-628
Date: 10/3/2024
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

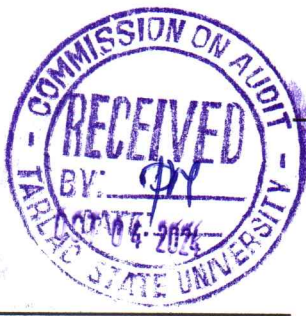
Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
2	pack	ASSORTED COLORED PAPER, Papelikha Short, 14, 1005	1	250.00	250.00
3	piece	CERTIFICATE HOLDER, Pandayan A4	5	49.00	245.00
4	pack	SPECIALTY PAPER, A4, 200gsm	2	30.00	60.00
***** Purpose: Materials for COS Week on October 17, 2024					555.00

(Total Amount in Words) Five Hundred Fifty-Five 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,

Conforme:
PANDAYAN BOOKSHOP, INC.
(Signature over printed name & date)



DR. ARNOLD E. VELASCO
President
Authorized Official

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

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No.: 02-Wel/41-2024-10-27/24
Amount: 555.00