



# PURCHASE ORDER

DELIVERY DUE DATE: 01/18/23

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

PR No.: 2022-09-259  
PO No.: 2022-456  
Date: 10/07/2022  
Mode of Procurement: Small Value

Supplier: **INFOWORX INC.**  
Address: Mc Arthur Highway, San Roque, Tarlac City  
Type of Business: Merchandising  
TIN No.: 004-845-988-005 VAT Reg.  
Tel. No.: Telefax No.: 045-491-2383

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

90%

20 calendar days

n/30

Place of Delivery:  
Date of Delivery:

**TARLAC STATE UNIVERSITY**

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
2	CART	TONER CART - CT202330 DP 225/265 Toner approx 2,600yield ***** Purpose: APP - 2022 3RD QUARTER (PRINTING CONSUMABLES)	3	5,600.00	<u>16,800.00</u>

(Total Amount in Words) Sixteen Thousand Eight 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: [Signature] 10/19/2022

**INFOWORX INC.**

(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

COMMISSION ON AUDIT - TSM  
**RECEIVED**  
Date: OCT 19 2022

Funds Available:

[Signature]  
**JASPER A. YAUDER, CPA**  
Budget Officer

ALOBS No.: 02-21512-10-2022  
Amount: 16,800.00