



# PURCHASE ORDER

**DELIVERY DUE DATE:** 12-03-22

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) 982-8558

PR No.: 2022-10-311  
 PO No.: 2022-545  
 Date: 11/16/2022  
 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: 15 calendar days  
 Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
4	pcs	<b>Double Sided Tape, 1/2inch</b>	2	20.00	40.00
10	ream	<b>Sticky Notes, 3X3</b>	1	40.00	40.00
***** <i>Purpose: To be used for CET in ACTION:BULLETIN BOARD</i>					<b><u>80.00</u></b>



(Total Amount in Words) Eighty 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.

Conforme:

 11/18/22

Very truly yours,

  
 DR. GRACE N. ROSETE  
 Vice President for Administration  
 Authorized Official 

**DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**

(Signature over printed name & date)

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

COMMISSION ON ACCT. TSU  
 RECEIVED  
 Date NOV 18 2022

Funds Available:

  
**JASPER A. YAUDER, CPA**  
 Budget Officer

ALOBS No. : 02-101101-2022-11-1489  
 Amount : ₱200