



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 5/28/24

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.: 2024-02-040
 PO No.: 2024-251
 Date: 04/24/2024
 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
4	pack	VELLUM, A4, 180gsm 10"s	20	27.50	550.00
5	pack	VELLUM, Long, 180gsm 10"s	20	27.50	550.00
8	piece	CARTOLINA, Red	20	12.00	240.00
9	piece	CARTOLINA, White	15	8.00	120.00
10	piece	CARTOLINA, Blue	15	8.00	120.00
11	piece	CARTOLINA, Brown	15	8.00	120.00
14	piece	STAPLER, Small 10	5	85.00	425.00
20	box	MARKER, Red, Permanent 12's	1	360.00	360.00
21	box	MARKER, Black, Permanent 12's, Ordinary	1	360.00	360.00
22	box	MARKER, Blue, Permanent 12's	1	420.00	420.00
26	roll	TAPE, Transparent, Masking 3/4	20	25.00	500.00
27	roll	TAPE, Double-Sided 3/4	20	40.00	800.00
28	piece	CUTTER, 1"	5	40.00	200.00
					<u>4,765.00</u>

 Purpose: CCS-Project: Access of School Supplies for A.Y. 2023-2024

(Total Amount in Words) Four Thousand Seven Hundred Sixty-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,

DR. ARNOLD E. VELASCO
President

Authorized Official

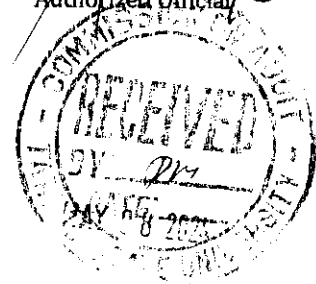
Conforme:

5/8/24

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(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.: 02-20644r 2024-05-1407
 Amount: 4,765.00