



PURCHASE ORDER

Appendix 61

Procurement Unit
Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: **21 JUL 2025**

Supplier : **A.C. MENDOZA PRINTING COMPANY INC.**
Address : **San Sebastian Village Phase 3, Tarlac City**
TIN : **007-290-469-000 VAT Reg.**
Contact No : **045 - 9821814**

P.O. No. : **2025-376**
Date : **7/10/2025**
Mode of Procurement : **NP - Small Value**
Procurement (SVP)

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 : **10 calendar days**

Payment Term : **n/15**

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	pack	NOTARIAL SEAL, No. 24, Gold Seal Sticker, 40pcs/pack ***** Purpose: for Graduation use	80	200.00	16,000.00

Sixteen Thousand Pesos Only

In case of failure to make the 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 on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:

Signature over Printed Name of Supplier

07/11/25

Date

Very truly yours,

DR. ARNOLD E. VELASCO
President

Authorized Official

nd Cluster : _____

nds Available : _____

JASPER A. YAUDER, CPA
Budget Officer

ORS/BURS No. : **02-20444-008 OF 1966**

Date of the ORS/BURS: **July 10, 2025**

Amount : **16,000.00**