



# PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: on/or before July 8, 2025

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

P.O. No. : 2025-362

Address : **C. Santos St., Tarlac City**

Date : 7/3/2025

TIN : **000-540-804-000 VAT Reg.**Mode of Procurement : **NP - Small Value**Contact No : **(045) 925-0944**

Procurement (SVP)

Gentlemen:

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

Place of Delivery : **TARLAC STATE UNIVERSITY**

Delivery Term : on/or before July 8, 2025

Date of Delivery : \_\_\_\_\_

Payment Term : n/15

| Stock/<br>Property No.                                                                       | Unit   | Description                     | Quantity | Unit Cost | Amount   |
|----------------------------------------------------------------------------------------------|--------|---------------------------------|----------|-----------|----------|
| 1                                                                                            | ream   | VELLUM, A4 White 180gsm, 100pcs | 3        | 280.00    | 840.00   |
| 2                                                                                            | roll   | TAPE, (Stationery, 3/4")        | 10       | 20.00     | 200.00   |
| 3                                                                                            | roll   | TAPE, (Double sided 1/2")       | 10       | 20.00     | 200.00   |
| 4                                                                                            | bottle | GLUE, Elmers, 130g              | 6        | 60.00     | 360.00   |
| 12                                                                                           | piece  | SCISSOR                         | 5        | 45.00     | 225.00   |
| *****<br>Purpose: Materials for CPAG-SC "Tribute of the<br>CPAG" for Academic Year 2024-2025 |        |                                 |          |           | 1,825.00 |



One Thousand Eight Hundred Twenty-Five 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:

Very truly yours,

Signature over Printed Name of Supplier

DR. ARNOLD E. VELASCO

President

Authorized Official

Date

Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

JASPER A. YAUDER, CPA

Budget Officer

ORS/BURS No. : 02-2024-2025-07-1207

Date of the ORS/BURS: 1825 July 2025

Amount : 1,825.00