



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 2/7/24

Supplier : **IMM BRAKE CLUTCH & PARTS**
 Address : Romulo Blvd, Tarlac City, Tarlac
 Type of Business : Merchandising
 TIN No. : 105-362-023-000 VAT Reg.
 Tel. No. : 0919-639-1972 / 606-7588

PR No.: 2023-12-483
 PO No.: 2024-040
 Date: 01/10/2024
 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: 15 calendar days
 Date of Delivery: Payment Term: n/15

| Item No. | Unit | Description | Quantity | Unit Cost | Total Cost |
|----------------------------------------------------------------------|-------|-------------------------------------------|----------|-----------|-----------------|
| 1 | liter | ENGINE OIL , Fully Synthetic 5W-30 | 7 | 780.00 | 5,460.00 |
| 2 | piece | OIL FILTER , C-III | 1 | 300.00 | 300.00 |
| ***** <i>Purpose: for Maintenance Service of Grandia SAA-2386</i> | | | | | 5,760.00 |

(Total Amount in Words) Five Thousand Seven Hundred Sixty 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]* 1-23-24

IMM BRAKE CLUTCH & PARTS

(Signature over printed name & date)

Bank Account Name: _____
 Bank Account Number _____
 Bank Name: _____
 Bank Address: _____



Funds Available:
[Signature]
JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 62-101101-2024-01-0148
 Amount : ₱5760-