



PURCHASE ORDER

DELIVERY DUE DATE:

4/18/24

Procurement Unit

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

Supplier: **CRAYOLA, ATBP. (STAPLER'S INC.)**

Address: **E. Tañedo St., San Nicolas, Tarlac City**

Type of Business: **Merchandising**

TIN No.: **439-392-896-000 VAT Reg.**

Tel. No.: **0917-514-2529**

PR No.: **2023-12-509**

PO No.: **2024-160**

Date: **03/14/2024**

Mode of Procurement: **Shopping**

Gentlemen:

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

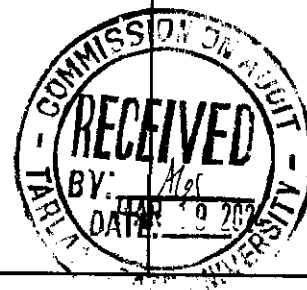
Place of Delivery: **TARLAC STATE UNIVERSITY**

Delivery Term: **30 calendar days**

Date of Delivery:

Payment Term: **n/15**

| Item No. | Unit | Description | Quantity | Unit Cost | Total Cost |
|--|-------|--|----------|-----------|-----------------|
| 13 | piece | ENVELOPE, Expanding, Plastic, Clear | 50 | 35.00 | 1,750.00 |
| 17 | piece | MARKER, Whiteboard, Red, Felt Tip, Bullet Type | 50 | 55.00 | 2,750.00 |
| ***** Purpose: APP CSE 2023 (not available in PS-DBM) | | | | | 4,500.00 |



(Total Amount in Words) Four Thousand Five Hundred 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

University President

Authorized Official

Conforme:

[Signature] 3/19/24

CRAYOLA, ATBP. (STAPLER'S INC.)

(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.: **02-2024441-2024-07-0611**

Amount: **4,500.00**