



PURCHASE ORDER

DELIVERY DUE DATE: 05 MAR 2025

Procurement Unit

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

Supplier : **EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING**

Address : Brgy. Mabini, Gerona, Tarlac

Type of Business : Merchandising

TIN No. : 239-260-645-000 Non-VAT

Tel. No. : 0912-588-7545

PR No.: 2025-01-024

PO No.: 2025-116

Date: 02/18/2025

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:		<u>15 calendar days</u>
Date of Delivery:			Payment Term:		<u>N/15</u>
Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
7	bottle	DRINK, Pocari, Energy Drink 500mL, SCUAA	1500	55.00	82,500.00
8	bottle	DRINK, Summit, Mineral Water - 1,000mL, SCUAA	1500	20.00	30,000.00
***** Purpose: Grocery Items APP 2025					<u>112,500.00</u>



(Total Amount in Words) One Hundred Twelve 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

President

Authorized Official

Conforme:

EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING

(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.: 02-206441-2025-02-0624

Amount: ₱ 112,500