



# PURCHASE ORDER

Procurement Unit

Tel No.: 045-606-8110 local 157/142

**DELIVERY DUE DATE:** 01 JUN 2025

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.: 2025-02-071  
PO No.: 2025-241  
Date: 04/30/2025  
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**  
Date of Delivery:  
Delivery Term: 30 calendar days  
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
2	piece	<b>OIL FILTER, C-III Vic</b> ***** <i>Purpose: Preventive Maintenance Service of County SKV-635, Grandia SLF-159, Innova SLF-329, Innova SLF-323, Innova SLF-324, Adventure SHK-314, Foton Ambulance SAA-2270, Grandia SAA-2386, County MU-9361, Hino Bus JM-3644, Hino Dropside JM-4860, Fortuner POS-017, Commuter POU-717, Coaster POL-584, Coaster P2-N458 for March 2025.</i>	7	350.00	<b><u>2,450.00</u></b>

(Total Amount in Words) Two Thousand Four Hundred Fifty 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,

*[Signature]*  
\*DR. ARNOLD E. VELASCO  
President

Conforme: *[Signature]* 5-2-25

Authorized Official

## 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

ALOPS No. : *DR 2024/41 2025. 04. 1289*  
Amount : *2,450.00*