



# PURCHASE ORDER

**DELIVERY DUE DATE:** 07-13-19

Procurement Unit  
Tel. No.: 045-606-0142

Supplier : **PHILIPPINE DUPLICATORS, INC.**  
Address : Brgy. Merville, Parañaque City  
TIN#: 000-412-839-000 VAT Reg.  
Tel. No. : (072) 242-4367

PR No.: 2019-05-195  
PO No.: 2019-396  
Date: 6/7/2019  
Mode of Procurement: Direct Contracting

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
1	cart	<b>TONER CARTRIDGE, MP 2014H, Black, For Gestetner</b> ***** <i>Purpose: For Office use only - APP 2019</i>	2	3,700.00	<b><u>7,400.00</u></b>

(Total Amount in Words) Seven Thousand Four Hundred Pesos Only

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. GLENARD T. MADRIAGA**  
VP, Admin. & Finance  
Authorized Official

Conforme:

*Robina S. Balaj*  
**PHILIPPINE DUPLICATORS, INC.** 6/13/19

(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Funds Available: *J. S. Danganan*  
**JESUS S. DANGANAN**  
Budget Officer IV

ALOBS No. :  
Amount :

*ok noted 6/13/19*