



# PURCHASE ORDER

Procurement Unit  
Telephone No.: 045-982-4630

**DELIVERY DUE DATE:** Pick-Up / COD

Supplier: **VERSATECH COMPUTER SYSTEM AND TRADING CO.**  
Address: **Makati City, Metro Manila**  
Type of Business: **Merchandising**  
TIN No.: **009-627-973-00000 VAT Reg.**  
Tel No.: **8519-6738/0939-284-7529**

PR No.: **2024-10-409**  
PO No.: **2025-004**  
Date: **01/07/2025**  
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: **Pick-Up**  
Payment Term: **COD**

Date of Delivery:

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	<b>RALLY MIC POD GRAPHITE</b> <i>warranty: 2 years</i> ***** <i>Purpose: to be installed in the BAC Conference Room</i>	3	22,500.00	<b>67,500.00</b>

(Total Amount in Words) Sixty-Seven 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: **WILMA** *[Signature]* **1/10/25**

**VERSATECH COMPUTER SYSTEM AND TRADING CO.**

(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

Funds Available:

**JASPER A. YAUDER, CPA**  
Budget Officer



ALOPS No.: **02-26414-725-01-0093**  
Amount: **67,500.00**



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**DR. ARNOLD E. VELASCO**  
President  
Authorized Official

Conforme:

**VERSATECH COMPUTER SYSTEM AND TRADING CO.**

(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. : 02-106411-2025-01-0990  
Amount : 67,500.00