



PURCHASE ORDER

DELIVERY DUE DATE: 8/21/23

Procurement Unit

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

Supplier : **A.C. MENDOZA PRINTING COMPANY INC.**

Address : San Sebastian Village Phase 3, Tarlac City

Type of Business : Manufacturing

TIN#: 007-290-469-000 VAT REG.

Tel. No. : 045 - 9821814

PR No.: 2023-05-211

PO No.: 2023-325

Date: 7/14/2023

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: 20 calendar days

Date of Delivery:

Payment Term: N/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pack	NOTARIAL SEAL, No. 24 for diploma, 40/pack, Sticker type ***** <i>Purpose: For graduation use</i>	300	100.00	<u>30,000.00</u>

(Total Amount in Words) Thirty Thousand 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. GRACE N. ROSETE
Vice President for Administration
Authorized Official

Conforme:

A.C. MENDOZA PRINTING COMPANY INC.

(Signature over printed name & date)

Bank Account Name: _____

Bank Account Number: _____

Bank Name: _____

Bank Address: _____

COMMISSION ON AUDIT - TSU

RECEIVED

Date: AUG 01 2023

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOPS No. : 02-102101- 2023-07-0417

Amount: ₱ 30,000.-