



PURCHASE ORDER

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

DELIVERY DUE DATE: Pick-Up / COD

Supplier : **PANDAYAN BOOKSHOP, INC.**
Address : San Roque, Tarlac City
Type of Business : Merchandising
TIN No. : 002-857-329-052
Tel. No. : 0923-084-5931

PR No.: 2024-07-317
PO No.: 2024-547
Date: 8/30/2024
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: Pick-up
Payment Term: COD

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
2	piece	Stamp Pad , metal case, extra big, red	1	45.00	45.00
3	piece	Stamp Pad , metal case, extra big, blue or violet	1	45.00	45.00
5	piece	Stamp Pad Ink , 30ml, red	1	20.00	20.00
6	piece	Stamp Pad Ink , 30ml, blue or violet	1	20.00	20.00
***** Purpose: for Office Use.					<u>130.00</u>

(Total Amount in Words) One Hundred Thirty 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:

PANDAYAN BOOKSHOP, INC. 09/05/24
(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. : 02-006441-2024-09-2825
Amount: 130.00