



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 4/6/24

Supplier : **DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**
 Address : C. Santos St., Tarlac City
 Type of Business : Merchandising
 TIN No. : 000-540-804-000 VAT Reg.
 Tel. No. : (045) 925-0944

PR No.: 2024-02-038
 PO No.: 2024-163
 Date: 03/14/2024
 Mode of Procurement: Small Value

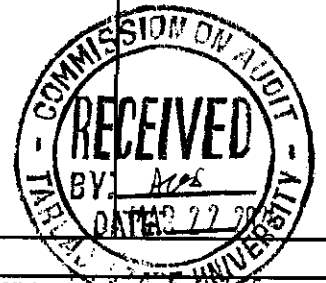
Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **TARLAC STATE UNIVERSITY** Delivery Term: 15 calendar days
 Date of Delivery: _____ Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
4	box	PRESSBOARD EXPANDABLE FOLDER, (Long), Colored	1	2,000.00	2,000.00
5	box	KRAFT EXPANDABLE ENVELOPE, with garter, (Long)	1	1,800.00	1,800.00
6	box	STAPLE, Max Staple Wire #35 size 26/6 full strip 5,000 staples made of steel wire coated with zinc	5	78.00	390.00
					<u>4,190.00</u>

 Purpose: to be used in the conduct of the research proposal entitled "Community Needs Assessment Towards Transforming and Revitalizing Local Arts and Culture (Tarlac): A community-based Tourism Initiative". Lead Author: Myrel M. Santiago



(Total Amount in Words) Four Thousand One Hundred Ninety 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
 University President
 Authorized Official

Conforme:

[Signature] 3/22/24

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(Signature over printed name & date)

Bank Account Name: _____
 Bank Account Number: _____
 Bank Name: _____
 Bank Address: _____

Funds Available:

[Signature]
JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 02-702441-2024-03-0209
 Amount : 9,190.00