



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 12/20/23

Supplier: **HIGH VISION GENERAL MERCHANDISING CORP.**

PR No.: 2023-10-394

Address: **Tarlac City**

PO No.: 2023-603

Type of Business: **Merchandising Business**

Date: 11/23/2023

TIN#: **605-160-668-0000 VAT Reg.**

Mode of Procurement: **Small Value**

Tel. No.: **0947-768-2043 / 0917-132-3245**

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        | piece | BED SKIRT, for double bed white linen pleated 54x75 bed<br>*****<br>Purpose: TSU HOTEL Use, APP 2023, 3rd Quarter | 30       | 700.00    | <b>21,000.00</b> |

(Total Amount in Words) Twenty-One 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 NIROSETE**  
Vice President for Administration

Authorized Official

Conforme:

 11-30-23

**HIGH VISION GENERAL MERCHANDISING CORP.**

(Signature over printed name & date)

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

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

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

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

COMMISSION ON AUDIT  
**RECEIVED**

By: \_\_\_\_\_ Date: **NOV 30 2023**

Funds Available:

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

ALOBS No.: 12-102001-2023-11-0874

Amount: **₱21,000-**