



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 25 JUL 2024

TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT

Supplier : **TRADING**
 Address : 445 M.H. Del Pilar St. Santo Cristo Tarlac City
 Type of Business : Merchandising
 TIN No. : 441-393-698-000
 Tel. No. : 0916-662-3833

PR No.: 2024-02-093
 PO No.: 2024-411
 Date: 6/7/2024
 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: 30 calendar days
 Date of Delivery: Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
29	piece	PICTURE FRAME, 5R size	20	100.00	2,000.00
31	bottle	ESSENTIAL OIL, 10ml, lavender scent	3	150.00	450.00
32	bottle	ESSENTIAL OIL, 10ml, coffee scent	3	150.00	450.00
33	bottle	ESSENTIAL OIL, 10ml, eucalyptus scent	3	150.00	450.00
***** Purpose: for Establishment of DOST-TSU Aslagan TBI					<u>3,350.00</u>

(Total Amount in Words) Three Thousand Three Hundred Fifty 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:

[Signature]
 E-25-21

TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT TRADING

(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. : 02-2024-000-000-000
 Amount : 3,350.00