



PURCHASE ORDER

DELIVERY DUE DATE: 10/16/2020

Procurement Unit

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

Supplier : **INFOWORX INC.**
 Address : Mc Arthur Highway, San Roque, Tarlac City
 Type of Business: Merchandising Business
 TIN#: 004-845-988-005 VAT Reg.
 Tel. No. : (045) 491-2383

PR No.: 2020-07-146
 PO No.: 2020-313
 Date: 9/8/2020
 Mode of Procurement: Small Value

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: 30 Calendar Days
 Payment Term: N/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
4	pc	PORTABLE EXTERNAL HARD DISK, Western Digital WDBUZG0010BBK 1TB Elements 2.5 USB 3.0 Black ***** <i>Purpose: for office use</i>	2	3,100.00	<u>6,200.00</u>

(Total Amount in Words) Six Thousand Two Hundred 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. GLENARD T. MADRIAGA
 VP, Admin. & Finance
 Authorized Official

Conforme:

INFOWORX INC.

(Signature over printed name & date)

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



Funds Available:

ELENA MAY S. TEOFILO
 Head, Budget Office

ALOBS No. :
 Amount :

No.: TSU-PRO-SF-09

Revision No. 3

Effectivity Date : August 24, 2020

Page 1 of 1

all posted 9/16/20