



PURCHASE ORDER

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

DELIVERY DUE DATE: 6-9-23

Supplier : **EVERYBODY'S TRADING AND GEN. MDSE.**
Address : San Fernando, Victoria, Tarlac
Type of Business : Merchandising
TIN No. : 158-507-457-000
Tel. No. : 0932-520-9005

PR No.: 2023-02-084
PO No.: 2023-189
Date: 4/28/2023
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: 30 calendar days
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	box	Mugs, for heat press, PLAIN WHITE 110z, 3.25" diameter, 3.75 " height 9.5*8.2cm, 36pcs per box with individual box ***** <i>Purpose: For APP 1st Qtr 2023: GENERAL MERCHANDISE - SOUVENIR</i>	20	1,494.00	<u>29,880.00</u>

(Total Amount in Words) Twenty Nine Thousand Eight Hundred Eighty 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 N. ROSETE
Vice President for Administration

Authorized Official
MAY 03 2023

Conforme:

May 10, 2023
EVERYBODY'S TRADING AND GEN. MDSE.
(Signature over printed name & date)

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

COMMISSION ON AUDIT - TSU
RECEIVED
MAY 10 2023

Funds Available:

Jasper A. Yauder
JASPER A. YAUDER, CPA
Budget Officer

ALOS No. : 02-2023-12-2023-05-0052
Amount : ₱ 29,880