



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 10/21/23

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.: 2023-09-364  
 PO No.: 2023-507  
 Date: 10/05/2023  
 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: 15 calendar days  
 Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
54	pcs	HULA HOOP, Plastic	2	250.00	500.00
55	pcs	JUMP ROPE	2	250.00	500.00
107	pcs	WATER GALLON WITH FAUCET	2	250.00	500.00
108	pc	WATER GALLON, Round (for water dispenser)	1	250.00	250.00
110	pack	SAFETY PIN	2	50.00	100.00
111	pack	BOBBY PIN	2	50.00	100.00
115	pcs	WATER TUMBLER, 500ml	5	150.00	750.00
***** Purpose: Materials for the Foundation Week Celebration					<b><u>2,700.00</u></b>

(Total Amount in Words) Two Thousand Seven 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.

Conforme:

10/6/23

Very truly yours,

**DR. GRACEN ROSETE**  
 Vice President for Administration  
 Authorized Official

**DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**

(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_  
 Bank Account Number: \_\_\_\_\_  
 Bank Name: \_\_\_\_\_  
 Bank Address: \_\_\_\_\_



Funds Available:  
  
**JASPER A. YAUDER, CPA**  
 Budget Officer

ALOBS No.: 02-10101-2023-10-0997  
 Amount: ₱ 2700/-