



# PURCHASE ORDER

Procurement Unit  
Telephone No.: (045) 606-8110 local 157/142

**DELIVERY DUE DATE:** 04 JUL 2025

Supplier : <b><u>TRN-TOP CLEANING SUPPLIES TRADING</u></b> Address : <b><u>Calle Edward, Brgy. San Sebastian, Tarlac City</u></b> TIN : <b><u>614-040-783-00000 Non-VAT</u></b> Contact No : <b><u>(045) 982-5262 / 0920-962-7449</u></b>	P.O. No. : <b><u>2025-305</u></b> Date : <b><u>5/30/2025</u></b> Mode of Procurement : <b><u>NP - Small Value Procurement (SVP)</u></b>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------

Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <b><u>TARLAC STATE UNIVERSITY</u></b>	Delivery Term : <b><u>30 calendar days</u></b>
Date of Delivery : _____	Payment Term : <b><u>n/15</u></b>

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
2	piece	<b>AIR FRESHENER</b> , Bathroom Air Freshener Discreet Odor Eliminator Lavender 180g	100	195.00	19,500.00
4	piece	<b>DEODORIZER</b> , Bathroom Refill Lemon 100g	50	42.00	2,100.00
6	pack	<b>PUSH BRUSH</b> , with wood size 10 inches brush, 4ft handle Crafted from high-quality materials.	12	140.00	1,680.00
7	piece	<b>HAND BRUSH</b> , Plastic Cleaning ***** <i>Purpose: for TSU HOTEL use: Additional cleaning materials and maintenance supplies</i>	12	45.00	540.00
					<b>23,820.00</b>

**Twenty-Three Thousand Eight Hundred Twenty Pesos Only**

*In case of failure to make the 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 on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.*

Conforme:

*AG*  
  
Signature over Printed Name of Supplier

Very truly yours,

**DR. ARNOLD E. VELASCO**  
President

Authorized Official

**MAY 30 2025**

Signature over Printed Name of Supplier

06/4/25

Date



Fund Cluster : \_\_\_\_\_

Funds Available : \_\_\_\_\_

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

ORS/BURS No. : 62-206441-2025-05-15765

Date of the ORS/BURS: May 30, 2025

Amount : 23,820.00