



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** *Pick-up  
COD*

Supplier : **PANDAYAN BOOKSHOP, INC.**  
 Address : San Roque, Tarlac City  
 Type of Business : Merchandising  
 TIN No. : 002-857-329-052  
 Tel. No. : 0923-084-5931

PR No.: 2023-01-017  
 PO No.: 2023-051  
 Date: 02/02/2023  
 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: Pick-up  
 Payment Term: COD

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pc	<b>Bulletin Board, 18 x 24 inches (corkboard)</b> ***** <i>Purpose: For CAFA: Launching of Marites On Board</i>	1	506.00	<b>506.00</b>

(Total Amount in Words) Five Hundred Six 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,

*[Signature]*  
**DR. GRACE N. ROSETE**  
 Vice President for Administration  
 Authorized Official *[Signature]*

Conforme:

*[Signature]* 2/12/23  
**PANDAYAN BOOKSHOP, INC.**  
 (Signature over printed name & date)

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

COMMISSION ON AUDIT - TSU  
**RECEIVED**  
 Date: FEB 22 2023

Funds Available:

*[Signature]*  
**JASPER A. YAUDER, CPA**  
 Budget Office

ALOBS No. : 02-2023-01-017-01-017  
 Amount : 506