



# PURCHASE ORDER

**DELIVERY DUE DATE:** 2/14/24

Procurement Unit

Tel No. (045) 600-0112 / 600-8157

**EC TREND OFFICE SUPPLIES AND EQUIPMENT**

Supplier: **TRADING**  
Address: **Brgy. Mabini, Gerona, Tarlac**  
Type of Business: **Merchandising**  
TIN No.: **239-260-645-000 Non-VAT**  
Tel. No.: **0912-588-7545**

PR No.: **2023-12-486**  
PO No.: **2024-057**  
Date: **01/17/2024**  
Mode of Procurement: **Shopping**

Gentlemen:

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

Place of Delivery: **TARLAC STATE UNIVERSITY**      Delivery Term: **20 calendar days**  
Date of Delivery:      Payment Term: **N/15**

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	ream	<b>PHOTO PAPER</b> , glossy photo sticker, size A4 (50 pcs per ream), 135gsm, Quaff Brand ***** <i>Purpose: for office used (PPMP 2023)</i>	20	295.00	<del>5,900.00</del>

(Total Amount in Words) Five Thousand Nine 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. GRACIE N. ROSETE**  
Vice President for Administration  
Authorized Official

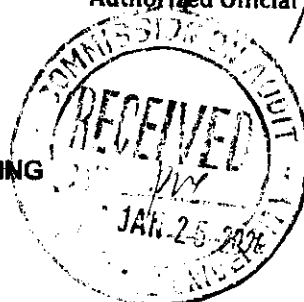
Conforme:

*Chyn* 01/25/2024

**EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING**

(Signature over printed name & date)

Bank Account Name: **EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING**  
Bank Account Number: **00-5-25544-550-7**  
Bank Name: **DEVELOPMENT BANK OF THE PHILIPPINES**  
Bank Address: **BRGY. MABINI GERONA, TARLAC**



Funds Available:

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

ALOPS No.: **02-200941-2024-01-006**  
Amount: **€ 9M.0**



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 2/14/24

## EC TREND OFFICE SUPPLIES AND EQUIPMENT

Supplier : **TRADING**  
 Address : Brgy. Mabini, Gerona, Tarlac  
 Type of Business : Merchandising  
 TIN No. : 239-260-645-000 Non-VAT  
 Tel. No. : 0912-588-7545

PR No.: 2023-12-486 ✓  
 PO No.: 2024-057 ✓  
 Date: 01/17/2024 ✓  
 Mode of Procurement: Shopping ✓

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DR. GRACE N. ROSETE  
 Vice President for Administration

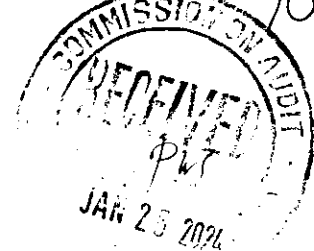
Authorized Official

Conforme:

## EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING

(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 M441-2024-01-0128  
 Amount: 5,900.00