



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 11/1/23

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.: 2023-10-416  
 PO No.: 2023-555  
 Date: 10/26/2023  
 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: 5 calendar days  
 Date of Delivery:  
 Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	CARTOLINA, Red	8	9.50	76.00
2	piece	CARTOLINA, Brown	8	11.50	92.00
3	piece	CARTOLINA, Yellow	7	9.50	66.50
4	piece	CARTOLINA, Blue	7	9.50	66.50
5	piece	CARTOLINA, Green	6	9.50	57.00
6	piece	CARTOLINA, Black	8	14.00	112.00
7	piece	METALLIC FOIL, Silver	7	27.00	189.00
8	piece	METALLIC FOIL, Gold	14	27.00	378.00
9	piece	METALLIC FOIL, Red	5	27.00	135.00
10	piece	METALLIC FOIL, Blue	3	27.00	81.00
11	piece	METALLIC FOIL, Green	3	27.00	81.00
***** Purpose: materials to be used for Labschool : Mr and Ms. United Nations					<b>1,334.00</b>

(Total Amount in Words) One Thousand Three Hundred Thirty Four 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 M. ROSETE  
 Vice President for Administration  
 Authorized Official

Conforme:

10/27/23

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

(Signature over printed name & date)

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

COMMISSION ON AUDIT  
 RECEIVED  
 OCT 27 2023

Funds Available:

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

ALOBS No. : 02-206441-2023-10-2561  
 Amount : 1,334.00

