



# PURCHASE ORDER

**DELIVERY DUE DATE:** 4-10-23

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

Supplier : **IMM BRAKE CLUTCH & PARTS & GEN. MDSE.**  
Address : Romulo Blvd, Tarlac City, Tarlac  
Type of Business : Merchandising  
TIN No. : 105-362-023-000  
Tel. No. : 0919-639-1972 / 606-7588

PR No.: 2023-02-062  
PO No.: 2023-113  
Date: 3/16/2023  
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**      Delivery Term: 20 Calendar Days  
Date of Delivery:      Payment Term: N/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	liters	ENGINE OIL, (fully synthetic)	8	780.00	6,240.00
2	pc	OIL FILTER, C-III VIC	1	350.00	350.00
***** Purpose: For maintenance service of Fortuner POS-017					<b><u>6,590.00</u></b>

(Total Amount in Words) Six Thousand Five Hundred Ninety 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 N. ROSETE**  
Vice President for Administration

Authorized Official *[Signature]*

Conforme: *[Signature]* 3-21-23

**IMM BRAKE CLUTCH & PARTS & GEN. MDSE.**

(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. : 02-102101-2023-03-0064  
Amount : 6590-