



PURCHASE ORDER

delivered 6/27

Procurement Unit

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

DELIVERY DUE DATE: 04 JUL 2024

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.: 2024-05-219
 PO No.: 2024-440
 Date: 06/25/2024
 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: July 4, 2024
 Payment Term: N/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	STYRO BOARD, 2ft. X 4ft., 1 inch ***** <i>Purpose: Decoration for Recognition Day on July 5, 2024</i>	16	250.00	<u>4,000.00</u>

(Total Amount in Words) Four Thousand 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. ARNOLD E. VELASCO
 President

Authorized Official

Conforme:

Mons [Signature] 6/26/24

EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING

(Signature over printed name & date)

Bank Account Name: _____
 Bank Account Number: _____
 Bank Name: _____
 Bank Address: _____



Funds Available:

[Signature]
JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 62-10244-2024-76-2108
 Amount : 4,000.00