



# PURCHASE ORDER

**DELIVERY DUE DATE:** 09 JUL 2024

Procurement Unit  
Telefax No.: 045-982-4630

Supplier : **TOPCOMS MARKETING CORPORATION**  
Address : 1647 Taft Ave. Malate, Manila  
Type of Business : Merchandising  
TIN No. : 000-775-958-000 VAT Reg.  
Tel. No. : (02)525-3205

PR No.: 2024-05-206  
PO No.: 2024-443  
Date: 6/26/2024  
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** Delivery Term: 5 calendar days  
Date of Delivery: \_\_\_\_\_ Payment Term: n/15



Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
32	/ piece	<b>SEPAK TAKRAW</b> , Ball, Gajah Emas 511, 0.41m to 0.43m for men, weight of 170-180grams <i>Warranty: 3 months for supplies</i> ***** <i>Purpose: Various Sports Supplies and Materials</i>	12	540.00	<b>6,480.00</b>

[Total Amount in Words] Six Thousand Four Hundred Eighty 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


Conforme:  7/1/24  
**TOPCOMS MARKETING CORPORATION**



Very truly yours,  
  
**DR. ARNOLD E. VELASCO**  
President  
Authorized Official 

(Signature over printed name & date)

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

Funds Available:   
**JASPER A. YAUDER, GPA**  
Budget Officer

ALOBS No.: 072006114-2024-17-2147  
Amount: 6,480.00



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Conforme:



Very truly yours,

DR. ARNOLD E. VELASCO  
President

Authorized Official

**TOPCOMS MARKETING CORPORATION**

(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. : 07-206444-2024-07-2147  
Amount : 6,480.00