



# PURCHASE ORDER

**DELIVERY DUE DATE:** 5/16/24

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

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

PR No.: 2024-02-074  
PO No.: 2024-231  
Date: 04/18/2024  
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: 20 calendar days  
Date of Delivery: \_\_\_\_\_      Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	liter	<b>ENGINE OIL, Fully Synthetic 5W-30</b>	21	780.00	16,380.00
2	set	<b>OIL FILTER, C-602A &amp; C-304 vic</b> ***** <i>Purpose: for Maintenance Service of HINO Bus JM-3644</i>	1	2,280.00	2,280.00
					<b><u>18,660.00</u></b>

(Total Amount in Words) Eighteen Thousand Six Hundred Sixty 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

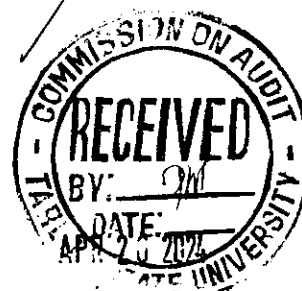
Very truly yours,

**DR. ARNOLD E. VELASCO**  
President  
Authorized Official

Conforme: *[Signature]* 4-24-24

**IMM BRAKE CLUTCH & PARTS**  
(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.: 02-206441-2024-01-1293  
Amount: ₱18660-