



PURCHASE ORDER

DELIVERY DUE DATE: 5-27-23

Procurement Unit

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

Supplier : **TARLAC MAC ENTERPRISES, INC.**
 Address : 1030 Mac Arthur Highway, Brgy. San Nicolas, Tarlac City
 TIN No. : 216-156-371-000 VAT Reg.
 Tel. No. : 0977-398-6495

PR No.: 2023-01-014
 PO No.: 2023-182
 Date: 4/25/2023
 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: 30 calendar days
 Date of Delivery: Payment Term: n/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
4	unit	Swivel Chair , adjustable fabric: mesh, cushion filler: latex, leg material: steel, additional functions: lift, rotate w/ armrest, size: 48*49*96cm, style: lift chair, style: swivelchair, specific use: office chair, additional functions: lifting, rotatable w/ armrest, with rollers: yes EC-2144.	2	2,800.00	5,600.00
5	Unit	Executive Manual Standing Desk , table top size: 150x70x2.5cm made of melamine laminate particle board, height adjustment: 74cm to 114cm made of carbon steel brace, basement measurement: 69cm, adjustable frame length: 102cm to 158cm ***** Purpose: Audio Visual Equipment Supply Delivery and Installation (Radio and Recording Room)	1	18,700.00	18,700.00
					<u>24,300.00</u>

(Total Amount In Words) Twenty-Four Thousand Three Hundred Pesos Only

Waranty 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,

[Signature]
 DR. GRACE N. ROSETE
 Vice President for Administration

Authorized Official
 APR 26 2023

Conforme: *[Signature]* 04/27/23

TARLAC MAC ENTERPRISES, INC.

(Signature over printed name & date)

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

COMMISSION ON AUDIT (CSA)
RECEIVED
 Date: APR 27 2023

Funds Available:
[Signature]
JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 02-200441-2023-04-0971
 Amount: 24,300.00