



# PURCHASE ORDER

**DELIVERY DUE DATE:** 3/3/24

Procurement Unit

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

Supplier : **TRN-TOP CLEANING SUPPLIES TRADING**  
 Address : Calle Edward, Brgy. San Sebastian, Tarlac City  
 Type of Business : Merchandising  
 TIN No. : 614-040-783-00000 Non-VAT  
 Tel. No. : (045) 982-5262 / 0920-962-7449

PR No.: 2023-09-381  
 PO No.: 2024-073  
 Date: 01/18/2023  
 Mode of Procurement: Shopping

Gentlemen:

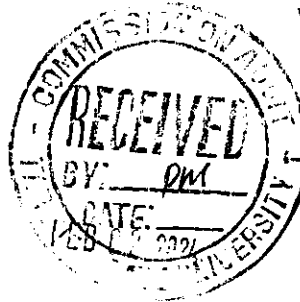
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **TARLAC STATE UNIVERSITY**      Delivery Term: 30 calendar days  
 Date of Delivery:      Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
3	gallon	BLEACH, Liquid, Zeriox, 1 Gallon	65	145.00	9,425.00
4	gallon	BLEACH, total clean, multi-purpose bleach for home cleaning and laundry, Xeriox, 1 Gallon	100	145.00	14,500.00
8	piece	BRUSH, long handle, for toilet	50	75.00	3,750.00
9	unit	BRUSH, Toilet Brush with holder	10	60.00	600.00
10	gallon	CLEANER, all purpose, Dazzle	60	250.00	15,000.00
12	piece	CLEANER, leather	2	290.00	580.00
13	gallon	CLEANER, tile cleaner, Starbowl, 1 Gallon	50	230.00	11,500.00
14	gallon	CLEANER, toilet bowl cleaner, stain remover, rust and slime from tiles, urinals, grout and toilet bowls, 1 Gallon	50	230.00	11,500.00
15	piece	CLEANING CLOTH, lint free, Microfiber Cloth	30	20.00	600.00
16	gallon	DEGREASER, grease express fast foam degreaser	10	480.00	4,800.00
17	pack	DETERGENT, powder, all purpose, 1kl	120	60.00	7,200.00
21	bottle	DISHWASHING, liquid (1000ml), 1 Liter	10	95.00	950.00
<i>Sub-total:</i>					<b>80,405.00</b>

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

Conforme:

2/2/24

**TRN-TOP CLEANING SUPPLIES TRADING**

(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.: 62-MUWU-MY-01-0275  
 Amount: 270,110.00



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Gentlemen:

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Place of Delivery: **TARLAC STATE UNIVERSITY**      Delivery Term: 30 calendar days  
 Date of Delivery:      Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
<i>Balance Forwarded:</i>					<b>80,405.00</b>
25	piece	<b>DOORMAT</b> , Cloth	50	55.00	2,750.00
26	piece	<b>DUST PAN</b> , indoor	30	45.00	1,350.00
32	piece	<b>HANDLE</b> , for Dust Mop, Wooden, Handle only	50	140.00	7,000.00
34	can	<b>INSECT KILLER</b> , spray, water based, 500ml, odorless	215	360.00	77,400.00
37	piece	<b>MOP HEAD</b> , cloth	500	89.00	44,500.00
43	liter	<b>SOAP</b> , liquid gel detergent, 1000ml, Dazzle	11	85.00	935.00
44	liter	<b>SOAP</b> , liquid gel detergent, 1000ml, Dazzle	100	85.00	8,500.00
46	bottle	<b>SPRAY BOTTLE</b> , 500ml	30	70.00	2,100.00
48	pack	<b>TISSUE</b> , Toilet, 2-ply, (100%) recycled 12 per pack	20	124.00	2,480.00
52	roll	<b>TRASH BAG</b> , Plastic, Yellow, XL (for infectious waste), Roll 10 pcs	10	64.00	640.00
53	roll	<b>TRASH BAG</b> , Plastic, Yellow, XXL (for infectious waste), Roll 10 pcs	10	85.00	850.00
59	piece	<b>TRASH CAN</b> , Indoor with lid, small, any color	20	60.00	1,200.00
***** Purpose: Janitorial Supplies and Materials - APP 3rd Qtr 2023					<b>230,110.00</b>

(Total Amount in Words) Two Hundred Thirty Thousand One Hundred Ten Pesos Only

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Very truly yours,



**DR. GRACE N. ROSETE**  
 Vice President for Administration  
 Authorized Official

Conforme:

*[Signature]* 2/2/24

**TRN-TOP CLEANING SUPPLIES 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.: 02-2024-01-0725  
 Amount: 230,110.00