



# PURCHASE ORDER

**DELIVERY DUE DATE:** 6/15/23

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

Supplier : **COPYLANDIA OFFICE SYSTEMS CORPORATION**  
Address : 252 AB Fernandez Ave., Dagupan City  
Type of Business : Merchandising  
TIN No. : 002-332-000-021 VAT Reg.  
Tel. No. : 075-5153306 / Fax: 075-5223267 / 0917-6527393

PR No.: 2023-04-149  
PO No.: 2023-227  
Date: 5/18/2023  
Mode of Procurement: Direct Contracting

Gentlemen:

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

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

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pc	<b>DRUM, Develop Ineo+ 1070, Drum Unit DU 105</b> ***** <i>Purpose: APP - 2023 2nd Quarter BC - Print Shop</i>	1	50,000.00	<b>50,000.00</b>

(Total Amount in Words) Fifty 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. GRACE N. ROSETE**  
Vice President for Administration  
Authorized Official

Conforme:

*Jaime Bantolano 5/31/23*

**COPYLANDIA OFFICE SYSTEMS CORPORATION**

(Signature over printed name & date)

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



Funds Available:

**JASPER A. YAUDER, CPA**  
Budget Officer

ALOS No. : 02-109512-0023-03-003  
Amount : ₱50,000