



# PURCHASE ORDER

**DELIVERY DUE DATE:** 4/6/24

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

Supplier : **DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**  
Address : C. Santos St., Tarlac City  
Type of Business : Merchandising  
TIN No. : 000-540-804-000 VAT Reg.  
Tel. No. : (045) 925-0944

PR No.: 2024-02-036  
PO No.: 2024-162  
Date: 03/14/2024  
Mode of Procurement: Small Value

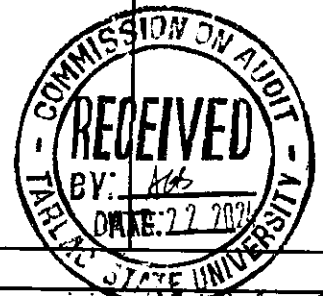
Gentlemen:

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

Place of Delivery: **TARLAC STATE UNIVERSITY**  
Date of Delivery:

Delivery Term: 15 calendar days  
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
2	ream	<b>BOND PAPER, A4</b>	1	240.00	240.00
3	ream	<b>BOND PAPER, Long</b>	2	260.00	520.00
5	piece	<b>FOLDER, Long</b>	3	8.00	24.00
6	piece	<b>BALL PEN, Ordinary</b>	12	7.00	84.00
7	piece	<b>PENCIL</b>	12	12.00	144.00
***** <i>Purpose: for the conduct of the study entitled "An Assessment of Mung Bean Varieties and Practices of recipient farmer under the High Value Crops Development Program (HVCDP) in Tarlac City" Lead Author: Vanessa G. Albino</i>					<b>1,012.00</b>



(Total Amount in Words) One Thousand Twelve 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**  
University President  
Authorized Official

Conforme:

*[Signature]* 9/22/20

**DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.**

(Signature over printed name & date)

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

Funds Available:

**JASPER YAUDER, CPA**  
Budget Officer

ALOBS No.: *02-77441-2024-27 DLU*  
Amount: *1,012.00*