PURCHASE ORDER

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

DELIVERY DUE DATE: 30 JUN 2024

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.: 2024-03-125
PO No.: 2024-346
Date: 5/22/2024
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**
Date of Delivery:
Delivery Term: 30 calendar days
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	**TRANSFER BELT**, SU (050-75056-100)	1	18,458.00	18,458.00
2	piece	**RISO RUBBER ROLLER**, Pickup (035-14303-001)	2	727.00	1,454.00
3	piece	**RISO CORE**, Pickup Roller (021-14302-000)	2	879.00	1,758.00
4	piece	**PAPER FEED CLUTCH**, (020-65009-504)	6	1,686.00	10,116.00
		**********			**31,786.00**
		Purpose: Repair and Maintenance BC - Print Shop (For Parts Replacement)			

VIRGILIO D. ZAMORA JR.
05-31-2024

(Total Amount in Words) Thirty One Thousand Seven Hundred Eighty Six Pesos Only

Warranty shall be for a perod 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 percentfor every day of delay shall be imposed.

Very truly yours,

for
DR. ARNOLD E. VELASCO
President
Authorized Official

Conforme: VIRGILIO D. ZAMORA JR.

COPYLANDIA OFFICE SYSTEMS CORPORATION
(Signature over printed name & date)

Bank Account Name: COPYLANDIA OFFICE SYSTEMS CORP
Bank Account Number: 0051426452
Bank Name: LBP
Bank Address: MAKATI

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
MAY 31 2024

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. : 01-201512-2024-05-0039
Amount : ₱ 31,786.-

Form No.: TSU-PRO-SF 09	Revision No. 03	Effectivity Date : August 24, 2020	Page 1 of 1

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Very truly yours,

for
DR. ARNOLD E. VELASCO
President
Authorized Official

Conforme:

COPYLANDIA OFFICE SYSTEMS CORPORATION
(Signature over printed name & date)
Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
MAY 2024

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. : 02-207512-2024-05-0059
Amount : ₱ 31786-

Form No.: TSU-PRO-SF 09	Revision No. 03	Effectivity Date : August 24, 2020	Page 1 of 1