



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** Pick-Up/COD

Supplier: **A WRENCH AUTO PARTS SHOP**  
 Address: Raysam Bldg., BLk 43 Lot 22 10th St., Mc Arthur Highway  
Sitio Pag-Asa, San Rafael Tarlac  
 Type of Business: Merchandising  
 TIN No.: 932-676-041-00000 Non-VAT  
 Tel. No.: 0921-602-4181

PR No.: 2024-09-377  
 PO No.: 2024-692  
 Date: 11/5/2024  
 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**      Delivery Term: Pick-Up  
 Date of Delivery: \_\_\_\_\_      Payment Term: COD

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	liter	ENGINE OIL, Toyota, 5W-30 Fully Synthetic	10	700.00	7,000.00
2	piece	OIL FILTER, C-608	1	950.00	950.00
3	liter	TRANSMISSION GEAR OIL 90, Toyota	5	480.00	2,400.00
4	liter	DIFFERENTIAL GEAR OIL 140, Toyota	4	480.00	1,920.00
***** Purpose: for Maintenance Service of Coaster P2-N458					<b><u>12,270.00</u></b>

(Total Amount in Words) Twelve Thousand Two Hundred Seventy 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

President

Authorized Official

Conforme:

*[Handwritten Signature]* 11/8/24

**A WRENCH AUTO PARTS SHOP**

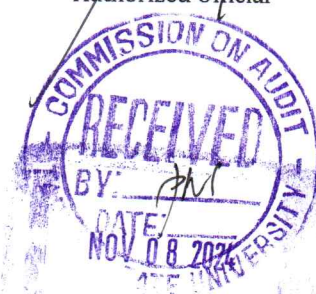
(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_



Funds Available:

**JASPER A. YAUDER, CPA**

Budget Officer

ALOBS No.: 02-200441-2024-11-3581

Amount: 12270