



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 11/1/23

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.: 2023-10-415  
 PO No.: 2023-554  
 Date: 10/26/2023  
 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**  
 Date of Delivery:  
 Delivery Term: 5 calendar days  
 Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	CARTOLINA, Blue	8	9.50	76.00
2	piece	CARTOLINA, White	5	8.50	42.50
3	piece	CARTOLINA, Yellow	7	9.50	66.50
4	piece	CARTOLINA, Black	8	14.00	112.00
5	piece	METALLIC FOIL, Silver	8	25.00	200.00
6	piece	METALLIC FOIL, Blue	9	27.00	243.00
***** Purpose: to be used for Labschool Teacher's Day Celebration					<b>740.00</b>

(Total Amount in Words) Seven Hundred Forty 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:

10/27/23

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

(Signature over printed name & date)

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

COMMISSION ON GOVERNMENT ACCOUNTING  
 RECEIVED  
 OCT 27 2023

Funds Available:

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

ALOPS No.: 07-206441-2022-10-2562  
 Amount: 740.00

