



# PURCHASE ORDER

**DELIVERY DUE DATE:** 24 AUG 2024

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

Supplier : **ALCAPORT TRADE**  
Address : #34 Buenamar Road, Novaliches, Quezon City  
Type of Business : Merchandising  
TIN No. : 129-236-481-000 VAT Reg  
Tel. No. : 0917-897-5172

PR No.: 2024-03-116  
PO No.: 2024-320  
Date: 5/15/2024  
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: 90 calendar days  
Date of Delivery: Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
7	pack	<b>GLASS MICROFIBER FILTERS</b> , Filtratech Glass microfibres filter without binder, Grade FV25, Pore Size: 0,7µm, Diameter: 15mm, 100pieces per pack, Equivalent to Whatman GF/F, Origin: France ***** <i>Purpose: Phase 1: Assessment and Authentication of Invasive Alien Tree Species Found n Selected Forest Areas of San Jose Tarlac. Phase 2: Phytochemical Screening and Antimicrobial Activity of Invasive Alien Tree Species Found in Selected Forest Areas of San Jose Tarlac. Lead Author: Geraldine Gamoso</i>	1	3,300.00	<b>3,300.00</b>



(Total Amount in Words) Three Thousand Three Hundred 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.

**MARIA JOYCE A. PORTILLO**  
President & General Manager  
ALCAPORT TRADE

Conforme:

**ALCAPORT TRADE** 24 MAY 2024  
(Signature over printed name & date)

Very truly yours,

**DR. ARNOLD E. VELASCO**  
President

Authorized Official [Signature]

Bank Account Name: ALCAPORT TRADE  
Bank Account Number: 000622-0069-10  
Bank Name: LANDBANK OF THE PHILIPPINES  
Bank Address: Commonwealth Avenue, Quezon City

Funds Available:  
**JASPER A. YAUDER, CPA**  
Budget Officer

ALOBS No. : 02-102101-2024-05-0209  
Amount: 3,300.00





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Very truly yours,

**DR. ARNOLD E. VELASCO**  
President

Authorized Official

Conforme:

**ALCAPORT TRADE**

(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. : 02-102101-2024-05-0289  
 Amount : 3,300.00