



PURCHASE ORDER

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

DELIVERY DUE DATE: 6-16-23

Supplier : **EVERYBODY'S TRADING AND GEN. MDSE.**
Address : San Fernando, Victoria, Tarlac
Type of Business : Merchandising
TIN No. : 158-507-457-000 Non-VAT
Tel. No. : 0916-587-0445 / 0932-520-9005

PR No.: 2023-03-120
PO No.: 2023-201
Date: 05/11/2023
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: 30 calendar days
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pcs	KEYCHAIN, w/ box & ribbon ***** <i>Purpose: for APP 2023 1st Quarter Souvenir Items</i>	500	115.00	<u>57,500.00</u>

(Total Amount in Words) Fifty Seven Thousand Five 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

Very truly yours,

DR. GRACE N. ROSETE
Vice President for Administration
Authorized Official

Conforme:

EVERYBODY'S TRADING AND GEN. MDSE.
(Signature over printed name & date) *May 17, 2023*

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

COMMISSION ON AUDIT TRS
RECEIVED
MAY 17 2023

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. : 02-207512-2023-05-0056
Amount : ₱ 57,500-