



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 7-12-23

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) 982-8558

PR No.: 2023-03-124
 PO No.: 2023-253
 Date: 05/30/2023
 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** Delivery Term: 45 calendar days
 Date of Delivery: _____ Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
2	pack	BAG, Kraft brown paper bags - large (100/pack) w/o handle	5	130.00	650.00 ✓
3	pack	BAG, Kraft brown paper bags - small (100/pack) w/o handle	5	100.00	500.00 ✓
6	piece(s)	CD, rewritable	10	20.00	200.00 ✓
11	piece(s)	CLIPBOARD, Ordinary	5	160.00	800.00 ✓
19	piece(s)	FILE ORGANIZER, 2-Tier file holder/organizer - for storing paper, book, files, and other sundries, w/ string	10	300.00	3,000.00 ✓
21	piece	FOLDER, clipboard, legal	40	150.00	6,000.00 ✓
34	piece(s)	NOTE PAD, Sticky notepad, 3" x 3"	13	30.00	390.00 ✓
38	ream(s)	PAPER, A3, 297mm x 420mm, 70gsm	105	485.00	50,925.00 ✓
45	piece(s)	PAPER, Vellum (long-white) 180gsm	10175	9.00	91,575.00 ✓
48	pack	PHOTO PAPER, Glossy, 210gsm	5	150.00	750.00 ✓
49	pack	PHOTO PAPER, A4, High Glossy, 210gsm, 20sheets/pack	12	150.00	1,800.00 ✓
53	pack	PHOTO PAPER, self-adhesive photo sticker paper, Glossy A4, 180gsm	30	150.00	4,500.00 ✓
54	unit	PIN, Dressmaker	25	20.00	500.00 ✓
97	box	STAPLE WIRE, For gun tucker JT21, 1000/box	1	60.00	60.00 ✓
<i>Sub-Total:</i>					161,650.00

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

MAY 31 2023

Conforme:

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(Signature over printed name & date)

Bank Account Name: _____

Bank Account Number: _____

Bank Name: _____

Bank Address: _____

COMMISSION ON AUDIT - TSU

RECEIVED

MAY 07 2023

Funds Available:

JASPER A. YAUDER, CPA

Budget Officer

ALOBS No. : 02-102101-2023-05-0256

Amount : ₱ 164,300



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 7-22-23

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) 982-8558

PR No.: 2023-03-124

PO No.: 2023-253

Date: 05/30/2023

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**

Delivery Term: 45 calendar days

Date of Delivery:

Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
Balance Forwarded:					161,650.00
101	pack	STICKER PAPER, A4 matte (10's/pack)	15	70.00	1,050.00/
105	pack	STICKER PAPER, Sticker, short, matte, white, (10's/pack)	5	80.00	400.00/
107	roll	TAPE, double adhesive tissue, 1/2	13	20.00	260.00/
108	roll	TAPE, double sided, 3/4	10	30.00	300.00/
109	roll	TAPE, double sided, 3/4	15	30.00	450.00/
111	roll	TAPE, double-sided, 1 inch	5	38.00	190.00
***** Purpose: various office supplies 2023					<u>164,300.00</u>

(Total Amount in Words) One Hundred Sixty Four Thousand Three Hundred Pesos Only

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Very truly yours,

DR. GRACE N. ROSETE
Vice President for Administration

Authorized Official
MAY 31 2023

Conforme:

DIOLAZO PRINTING PRESS & GEN. MDSE. CORP.

(Signature over printed name & date)

Bank Account Name:

Bank Account Number:

Bank Name:

Bank Address:

COMMISSION ON AUDIT - TSU

RECEIVED

JUN 07 2023

Funds Available:

IASPERA A. YAUDER, CPA

Budget Officer

ALOBS No. : 02-102101-2023-05-0256

Amount : ₱164,300-