



# PURCHASE ORDER

Procurement Unit  
Tel No. (045) 606-8142 / 606-8157

DELIVERY DUE DATE: 12/3/2020

Supplier: **INFOWORX INC.**  
Address: Mc Arthur Highway, San Roque, Tarlac City  
Type of Business: Merchandising  
TIN No.: 004-045-988-005 VAT Reg.  
Tel. No.: Telefax No.: 045-491-2383

PR No.: 2020-08-162  
PO No.: 2020-306  
Date: 9/2/2020  
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: 30 calendar days  
Date of Delivery: \_\_\_\_\_ Payment Term: n/30

| Item No. | Unit | Description   | Quantity | Unit Cost | Total Cost |
|----------|------|---|----------|-----------|------------|
| 1        | pcs  | SCANNER, Epson WorkForce DS-410 A4 Duplex Sheet-fed document scanner<br><i>Warranty: 1 year</i><br>*****<br><i>Purpose: For the upcoming online program accreditation</i> | 4        | 20,200.00 | 80,800.00  |

(Total Amount in Words) Eighty Thousand Eight 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. GLENARD T. MADRIAGA**  
VP. Admin. & Finance  
Authorized Officer

Conforme:

*[Signature]*  
**MARGEN H. ANSELMA**  
9-4-20

**INFOWORX INC.**

(Signature over printed name & date)

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

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

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

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

Funds Available:

*[Signature]*  
**ELENA MAY TEOFILO**  
Head, Budget Office

ALOPS No. :  
Amount :

No. TSU-FRM-SP-09

Revision No. 03

Effectivity Date: August 24, 2020

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COMMISSION ON AUDIT - TSU  
**RECEIVED**  
By: *[Signature]* Date: 4 SEP 2020

*ok posted 9/4/20*



# PURCHASE ORDER

**DELIVERY DUE DATE:** 12/3/2020

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

Supplier : **INFOWORX INC.**  
Address : Mc Arthur Highway, San Roque, Tarlac City  
Type of Business : Merchandising  
TIN No. : 004-845-988-005 VAT Reg.  
Tel. No. : Telefax No.: 045-491-2383

PR No.: 2020-08-162  
PO No.: 2020-306  
Date: 9/2/2020  
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: 90-90 calendar days

Date of Delivery:

Payment Term: n/30

| Item No. | Unit | Description  | Quantity | Unit Cost | Total Cost              |
|----------|------|--|----------|-----------|-------------------------|
| 1        | pcs  | <b>SCANNER, Epson WorkForce DS-410 A4 Duplex Sheet-fed document scanner</b><br><b>Warranty: 1 year</b><br>*****<br><i>Purpose: For the upcoming online program accreditation</i> | 4        | 20,200.00 | <b><u>80,800.00</u></b> |

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**DR. GLENARD T. MADRIAGA**  
VP, Admin. & Finance  
Authorized Official

Conforme:

**INFOWORX INC.**

(Signature over printed name & date)

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



Funds Available:

**ELENA MAY D. TEOFILO**  
Head, Budget Office

ALOBS No. :  
Amount :

No.: TSU-PRO-SF-09

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Effectivity Date: August 24, 2020

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