



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: *Pick-Up/wO*

Supplier : **PANDAYAN SUPERSTORES, INC.**
 Address : San Roque, Tarlac City
 Type of Business : Merchandising
 TIN No. : 002-857-329-00052
 Tel. No. : 0923-084-5931

PR No.: 2024-12-490
 PO No.: 2025-077
 Date: 02/05/2025
 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: Pick-up
 Payment Term: COD

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	box	BOND PAPER, A4	1	1000.00	1,000.00
2	box	BOND PAPER, Long	1	1120.00	1,120.00
3	box	BOND PAPER, Short	2	945.00	1,890.00
***** Purpose: materials for CCS-SC: Project Printing for Academic Year 2024-2025					<u>4,010.00</u>

(Total Amount in Words) Four Thousand Ten 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. ARNOLD E. VELASCO

President

Authorized Official

Conforme:

Jul 2-11-25

PANDAYAN SUPERSTORES, INC.

(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. : 02-206441-2025-02-0516

Amount : P4010