



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 12/18/22

Supplier : **TRN ENTERPRISES**  
 Address : Edward St., San Sebastian, Tarlac City  
 Type of Business : Merchandising  
 TIN No. : 149-362-797-000 VAT Reg.  
 Tel. No. : 045 - 982 - 5262 / 0920 - 9627449

PR No.: 2022-08-201  
 PO No.: 2022-542  
 Date: 11/15/2022  
 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/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
9	piece(s)	<b>CLOTH, lint free cleaning ( MICRO FIBER)</b> ***** <i>Purpose: Janitorial Supplies APP 2022 ( 3rd Qtr.)</i>	100	44.00	4,400.00 <b><u>4,400.00</u></b>

(Total Amount in Words) Four Thousand Four 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:

**TRN ENTERPRISES**

(Signature over printed name & date)

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

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

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

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

Funds Available:

  
**JASPER A. YAUDER, CPA**  
 Budget Officer

COMMISSION ON AUDIT - TSU

**RECEIVED**

NOV 18 2022

ALOBS No. : 02-101101-2022-11-1463

Amount : 4,400-