



# PURCHASE ORDER

**DELIVERY DUE DATE:** 6-19-23

Procurement Unit

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

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

PR No.: 2023-02-084  
 PO No.: 2023-190  
 Date: 4/28/2023  
 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**      Delivery Term: 40 calendar days  
 Date of Delivery:      Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
6	pcs	<b>UMBRELLA</b> , Automatic umbrella 3 folds high quality with TSU logo color: maroon ***** Purpose: For APP 1st Qtr 2023: GENERAL MERCHANDISE - SOUVENIR	100	190.00	<b>19,000.00</b>

(Total Amount in Words) Nineteen Thousand 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,

*[Signature]*  
 DR. GRACE N. ROSETE  
 Vice President for Administration

Authorized Official  
 MAY 03 2023

Conforme:

*[Signature]* May 10, 2023  
**EVERYBODY'S TRADING AND GEN. MDSE.**  
 (Signature over printed name & date)

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

COMMISSION ON AUDIT, TSU  
**RECEIVED**  
 MAY 10 2023

Funds Available:  
*[Signature]*  
**JASPER A. YAUDER, CPA**  
 Budget Officer

ALOBS No. : 02-107312-2023-0053  
 Amount : ₱19,000