



# PURCHASE ORDER

**DELIVERY DUE DATE:** 12-4-22

Procurement Unit

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

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.: 2022-11-337  
 PO No.: 2022-560  
 Date: 11/22/2022  
 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: 03 calendar days  
 Date of Delivery: \_\_\_\_\_ Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
3	pcs	<b>Certificate Holder, A4, Dark Blue</b> ***** <i>Purpose: Economic and Financial literacy Week</i>	30	50.00	<u>1,500.00</u>

(Total Amount in Words) One Thousand Five 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:

12-1/22

**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**  
 Date: DEC 01 2022

Funds Available:

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

ALOBS No. : 02-10101- 2022- 11-1998  
 Amount : ₱1500