



PURCHASE ORDER

Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: 03 JUN 2025

Supplier : EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING	P.O. No. : 2025-302
Address : Brgy. Mabini, Gerona, Tarlac	Date : 5/27/2025
TIN : 239-260-645-000 Non-VAT	Mode of Procurement : <u>NP-Small Value Procurement (SVP)</u>
Contact No : 0912-588-7545	

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : TARLAC STATE UNIVERSITY	Delivery Term : <u>5 calendar days</u>
Date of Delivery : _____	Payment Term : <u>n/15</u>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	HOT MELT GLUE GUN, MGG-00200 (Small) Miyagi	3	195.00	585.00
2	pack	HOT MELT GLUE STICK, (Small, 6 sticks per pack)	10	40.00	400.00
3	piece	CREPE PAPER, White	15	16.00	240.00
4	piece	CREPE PAPER, Pink	15	16.00	240.00
5	piece	CREPE PAPER, Yellow	15	16.00	240.00
6	piece	CREPE PAPER, Orange	15	16.00	240.00
7	piece	CREPE PAPER, Green	20	16.00	320.00
***** Purpose: for use in preparation of the CASS Recognition Day					2,265.00

Two Thousand Two Hundred Sixty-Five Pesos Only

In case of failure to make the 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 on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme: _____

Very truly yours,
DR. ARNOLD E. VELASCO
 President
 Authorized Official

Signature over Printed Name of Supplier: _____
 Date: MAY 29, 2025



Fund Cluster : _____	ORS/BURS No. : <u>02-706441-2025-05-1578</u>
Funds Available : _____	Date of the ORS/BURS: <u>May 24 2025</u>
 JASPER A. YAUDER, CPA Budget Officer	Amount : <u>2,265.00</u>



PURCHASE ORDER

Procurement Unit
Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: 03 JUN 2025

Supplier : <u>EC TREND OFFICE SUPPLIES AND EQUIPMENT TRADING</u> Address : <u>Brgy. Mabini, Gerona, Tarlac</u> TIN : <u>239-260-645-000 Non-VAT</u> Contact No : <u>0912-588-7545</u>	P.O. No. : <u>2025-302</u> Date : <u>5/27/2025</u> Mode of Procurement : <u>NP-Small Value Procurement (SVP)</u>
--	---

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>TARLAC STATE UNIVERSITY</u> Date of Delivery : _____	Delivery Term : <u>5 calendar days</u> Payment Term : <u>n/15</u>
--	--

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	piece	HOT MELT GLUE GUN, MGG-00200 (Small) Miyagi	3	195.00	585.00
2	pack	HOT MELT GLUE STICK, (Small, 6 sticks per pack)	10	40.00	400.00
3	piece	CREPE PAPER, White	15	16.00	240.00
4	piece	CREPE PAPER, Pink	15	16.00	240.00
5	piece	CREPE PAPER, Yellow	15	16.00	240.00
6	piece	CREPE PAPER, Orange	15	16.00	240.00
7	piece	CREPE PAPER, Green	20	16.00	320.00
					2,265.00

Purpose: for use in preparation of the CASS Recognition Day

Two Thousand Two Hundred Sixty-Five Pesos Only

In case of failure to make the 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 on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuituos event/s or changes in law, and national government policies.

Conforme: _____
Signature over Printed Name of Supplier

Date



Very truly yours,

DR. ARNOLD E. VELASCO
President
Authorized Official

Fund Cluster : _____
Funds Available : _____

JASPER A. YAUDER, CPA
 Budget Officer

ORS/BURS No. : 02-206441-2025-05-1578
Date of the ORS/BURS: May 29, 2025
Amount : 2,265.00