



# PURCHASE ORDER

**DELIVERY DUE DATE:**

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

Supplier : <b>PANDAYAN BOOKSHOP, INC.</b>	PR No.: <u>2022-07-175</u>
Address : <u>San Roque, Tarlac City</u>	PO No.: <u>2022-343</u>
Type of Business : <u>Merchandising</u>	Date: <u>8/10/2022</u>
TIN No. : <u>002-857-329-052</u>	Mode of Procurement: <u>Small Value</u>
Tel. No. : <u>0923-084-5931</u>	

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

Place of Delivery: <b>TARLAC STATE UNIVERSITY</b>	Delivery Term: <u>Pick-up</u>
Date of Delivery:	Payment Term: <u>COD</u>

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pc	<b>GLUE GUN</b> , big	1	339.15	339.15
3	pcs	<b>CALCULATOR</b> , basic	40	363.85	14,554.00
19	packs	<b>CANDLE</b> , 2 inches, height by 2.5 inches, width, (6pcs per pack) ***** <i>Purpose: for DOST Community Empowerment through Science and Technology (CEST) Extension Project in San Clemente, Mayantoc, San Jose and Bamban thru Dr. Brendalyn A. Manzano</i>	2	114.00	228.00
					<b><u>15,121.15</u></b>

(Total Amount in Words) Fifteen Thousand One Hundred Twenty One Pesos & Fifteen Centavos  
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:  
  
**PANDAYAN BOOKSHOP, INC.**  
(Signature over printed name & date) 8/23/22



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

Funds Available:  <b>JASPER A. MAUDER, CPA</b> Budget Officer	ALOBS No. : <u>02-808603-2021-08-0178</u> Amount : <u>P15,121.15</u>
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