



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 15 MAR 2026

Supplier : LAMBERT TRADING	P.O. No. : 2026-034
Address : Quezon Street, Talavera, Nueva Ecija	Date : 1/23/2026
TIN : 220-934-592-000	Mode of Procurement : Small Value Procurement (SVP)
Contact No : 0945-430-3594/0956-255-1529	

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/30

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
14 -	box	CLIP, Binder 32mm/1 1/4" (12's/box), MGK	74	20.00	1,480.00
20 -	box	COMPUTER CONTINUOUS FORM, 1 Ply, 280mm x 378mm (11" x 14.88"), Premiere	14	790.00	11,060.00
25 -	piece	DATER, Self inking stamp, Shiny	16	292.00	4,672.00
28 -	box	ENVELOPE, Documentary A4 (500/box), Officemax	4	556.00	2,224.00
32 -	box	ENVELOPE, Mailing long (white, 500/box), 10XX Classic	30	359.00	10,770.00
34 -	piece	ERASER, Pencil, HBW	15	6.00	90.00
42 -	pack	FOLDER, Tagboard Legal Size (100/pack), System	199	301.00	59,899.00
53 -	pad	NOTE PAD, Sticker 2" x 3", HBW	56	12.00	672.00
65 -	box	PENCIL, Lead with eraser, HBW	27	41.00	1,107.00
75 -	piece	PEN, Sign (0.7mm), Blue, Generic	3	22.00	66.00
78 -	bottle	INK, Stamp Pad (Violet), HBW	105	13.00	1,365.00
87 -	pad	NOTE PAD, Sticker 3" x 4", HBW	19	22.00	418.00
90 -	roll	TAPE, Masking 2", Armak	493	72.00	35,496.00
					129,319.00

warranty: 60 calendar days *

Purpose: PS Common Supplies - APP 2025 (Not Available in PS-DBM)
(PR# 2025-12-401)

One Hundred Twenty-Nine Thousand Three Hundred Nineteen 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:

Loraine A. Malaga
Signature over Printed Name of Supplier
Loraine A. Malaga
Date **Feb. 3, 2026**



Very truly yours,
DR. ARNOLD E. VELASCO
President
Authorized Official
JAN 28 2026

Fund Cluster : _____
Funds Available : _____

JASPER R. YAUDER, CPA
Budget Officer

ORS/BURS No. : **02-2026441-2026-01-0369**
Date of the ORS/BURS: **17 JAN 2026**
Amount : **129,319**



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 Signature over Printed Name of Supplier

 Date



Very truly yours,

DR. ARNOLD E. VELASCO
 President
 Authorized Official
 JAN 28 2026

Fund Cluster : _____
Funds Available : _____

JASPER A. YAUDER, CPA
 Budget Officer

ORS/BURS No. : 12-206444-2026-01-0369
Date of the ORS/BURS: 27 JAN 2026
Amount : ₱ 129,319.-