



# PURCHASE ORDER

**DELIVERY DUE DATE:** 11/1/23

Procurement Unit

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

Supplier : **DELMAR MODISTE SUPPLIES TRADING** *JS*  
 Address : Ancheta St., Poblacion, Tarlac City  
 Type of Business : Merchandising  
 TIN No. : 254-709-232-001 VAT Reg  
 Tel. No. : 0917-514-1915 / (045) 982-2517

PR No.: 2023-10-403  
 PO No.: 2023-552  
 Date: 10/26/2023  
 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**  
 Date of Delivery:  
 Delivery Term: 5 calendar days  
 Payment Term: n/15

| Item No. | Unit  | Description   | Quantity | Unit Cost | Total Cost      |
|----------|-------|---|----------|-----------|-----------------|
| 7        | piece | <b>CROWN, Medium</b><br>*****<br><i>Purpose: materials to be used for Educ Week</i> | 8        | 950.00    | <u>7,600.00</u> |

(Total Amount in Words) Seven Thousand Six 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 *JS*

Conforme:

*Shinn* 10/27/23

**DELMAR MODISTE SUPPLIES TRADING** *JS*  
 (Signature over printed name & date)

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

COMMISSION ON AUDIT  
 RECEIVED  
*JPC* 10/27/2023

Funds Available:

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

ALOBS No. : 02-706441-2023-10-2507  
 Amount : 7,600.00