



PURCHASE ORDER

Procurement Unit

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

DELIVERY DUE DATE: 11/1/2021

Supplier: **IHIEU & JOHN OFFICE SUPPLIES AND EQUIPMENT TRADING**

PR No.: 2021-06-147

PO No.: 2021-298

Address: 14 Old Gen. Luna St. Sta. Ana, San Mateo, Rizal

Type of Business: Merchandising Business

TIN#: 770-296-990-000 Non-VAT

Tel. No.: 0917-174-3112

Date: 9/3/2021

Mode of Procurement: Small Value

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

Place of Delivery: **TARLAC STATE UNIVERSITY**

Delivery Term: 30 Calendar days

Date of Delivery: _____

Payment Term: N/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
14	boxes	ENVELOPE, expanding, kraft, legal, 100pcs/box	70	970.00	67,900.00
26	bottles	INK REFILL, whiteboard marker, blue	5	75.00	375.00
36	boxes	PAPER CLIP, 50mm	209	21.00	4,389.00
38	pcs	PENCIL SHARPENER, 1pc in individual plastic ca	1	250.00	250.00
39	boxes	PENCIL, lead with eraser	10	87.00	870.00
***** Purpose: failed items of various common office supplies for the 1st quarter (APP 2021)					<u>73,784.00</u>

(Total Amount in Words) Seventy Three Thousand Seven Hundred Eighty Four 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. ARMEE N. ROSEL

VP, Research and Extension Services

Authorized Official

Conforme:

IHIEU & JOHN OFFICE SUPPLIES AND EQUIPMENT TRADING

(Signature over printed name & date)

Bank Account Name: _____

Bank Account Number: _____

Bank Name: _____

Bank Address: _____



Funds Available:

RYAN R. RONQUILLO
OIC, Budget Office

ALOBS No.: 02-206441-2021-09-1225

Amount: ₱ 73,784-

No.: TSU-PRO-SF-09

Revision No. 3

Effectivity Date : August 24, 2020

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PURCHASE ORDER

Procurement Unit

Telephone No. (602-406-8142) (606-8117)

DELIVERY DUE DATE: 11/1/2021

Supplier: **IRIEN & JOHN OFFICE SUPPLIES AND EQUIPMENT TRADING**

Address: 24 Old Gen. Luna St. Sta. Ana, San Mateo, Rizal

Type of Business: Merchandising Business

TIN#: 220-296-990-000 Non-VAT

Tel No.: 0917-174-3112

PR No.: 2021-06-147

PO No.: 2021-298

Date: 9/3/2021

Mode of Procurement: Small Value

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: 30 Calendar days

Payment Term: N/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
14	boxes	ENVELOPE, expanding, kraft, legal, 100pcs/box	70	970.00	67,900.00
26	bottles	INK REFILL, whiteboard marker, blue	5	75.00	375.00
36	boxes	PAPER CLIP, 50mm	209	21.00	4,389.00
38	pcs	PENCIL SHARPENER, 1pc in individual plastic c/s	1	250.00	250.00
39	boxes	PENCIL, lead with eraser	10	87.00	870.00
***** Purpose: failed items of various common office supplies for the 1st quarter (APP 2021)					73,784.00

(Total Amount in Words) Seventy Three Thousand Seven Hundred Eighty Four 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. ARMEE N. ROSEL

VP, Research and Extension Services

Authorized Official

Condone:

[Signature] 10/2/2021
JOY A. SORDO AC100

IRIEN & JOHN OFFICE SUPPLIES AND EQUIPMENT TRADING

(Signature over printed name & date)

Bank Account Name: **IRIEN & JOHN OFFICE SUPPLIES AND EQUIPMENT**

Bank Account Number: **2721-1150-81**

Bank Name: **LAIB BANK**

Bank Address: **MARIKINA CITY**

Family Available:

[Signature]
RYAN R. ROMQUILLO
Off. Business Office

ALAMS No.: 01-0140 Unit 09-014

Amount: P 73,784.00

COMMISSION ON AUDIT - TSU
RECEIVED
By: *[Signature]* Date: 21-001-2021

No. 001-002-01-01

Revision No. 1

Effectivity Date: August 24, 2020

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cc routed 10/2/21