



PURCHASE ORDER

DELIVERY DUE DATE: 7/5/2022

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

Supplier : **A.C. MENDOZA PRINTING COMPANY INC.**
Address : San Sebastian Village Phase 3, Tarlac City
Type of Business : Manufacturing
TIN#: 007-290-469-000 VAT REG.
Tel. No. : 045 - 9821814

PR No.: 2022-05-129
PO No.: 2022-277
Date: 6/9/2022
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** Delivery Term: 20 calendar days
Date of Delivery: Payment Term: N/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pack	NOTARIAL SEAL, no.24, for diploma, 40pcs/pack ***** Purpose: to be use for graduation (APP 2022)	200	98.00	19,600.00

(Total Amount in Words) Nineteen 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
JUN 14 2022

Conforme:

6/15

A.C. MENDOZA PRINTING COMPANY INC.

(Signature over printed name & date)

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

Funds Available:

JASPER A. YAUDER, CPA
Budget Officer

ALOBS No. : 02-101101-22-06-0419
Amount : ₱ 19,600.

No.: TSU-PRO-SF-09

Revision No. 03

Effectivity Date : August 24, 2020

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