



PURCHASE ORDER

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

DELIVERY DUE DATE: 3/17/24

Supplier: TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT TRADING
Address: 445 M.H. Del Pilar St. Santo Cristo Tarlac City
Type of Business: Merchandising
TIN No.: 441-393-698-000
Tel. No.: 0916-662-3833

PR No.: 2023-12-490
PO No.: 2024-113
Date: 2/7/2024
Mode of Procurement: Shopping

Gentlemen:

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/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
3	piece	CLIP BOARD, Legal	5	78.50	392.50
13	piece	DESK TRAY, Paper tray organizer, 3 layers	7	790.00	5,530.00
38	piece	SHARPENER, Desktop	2	480.00	960.00
49	roll	TAPE, Double sided, 18mmx10m	3	28.50	85.50
50	roll	TAPE, masking, width: 24mm (±1mm), length: 50meters	28	34.75	973.00
51	roll	TAPE, masking, width: 48mm (±1mm), length: 50meters	22	73.50	1,617.00
***** Purpose: Office Supplies 3rd Qtr. - Supplemental (for new offices)					2,558.00

(Total Amount in Words) Nine Thousand Five Hundred Fifty-Eight 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 A. ROSETE
Vice President for Administration
Official

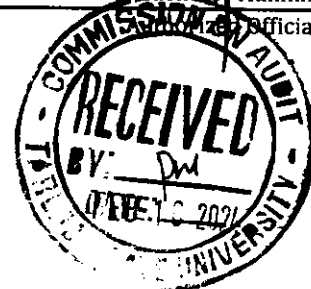
Conforme:

Manlym 2/16/24

TRIPLE 1 OFFICE SUPPLIES & EQUIPMENT TRADING

(Signature over printed name & date)

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



Funds Available:

[Signature]
JASPER A. YAUDER, CPA
Budget Officer

ALOBS No.: *D-2024-02-040*
Amount: *9,588.00*