



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE: 31 JUL 2024**

Supplier : **TEKOGRAFIX**  
 Address : Blk 7 San Roque, McArthur Highway, Tarlac City  
 Type of Business : Merchandising  
 TIN No. : 272-024-401-000 Non-VAT  
 Tel. No. : 0923-090-1291

PR No.: 2024-05-228  
 PO No.: 2024-459  
 Date: 7/9/2024  
 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: 20 calendar days  
 Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	<b>SINTRA PVC BOARD</b> , Materials: PVC, thickness: 3mm, length: 36inch, width: 24inch, color: white ***** <i>Purpose: Occupational Safety and Health Supplies and            Material - APP 1st Quarter 2024</i>	30	710.00	<b><u>21,300.00</u></b>

(Total Amount in Words) Twenty-One Thousand Three 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. ARNOLD E. VELASCO*  
 President

Authorized Official

Conforme:

**TEKOGRAFIX**

(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. : 02-206441- 2024-07-2270  
 Amount : ₱21300