



# PURCHASE ORDER

w/items 9/13/24

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

**DELIVERY DUE DATE:** **23 SEP 2024**

Supplier : **CRAYOLA, ATBP. (STAPLER'S INC.)**  
Address : F. Tañedo St., San Nicolas, Tarlac City  
Type of Business : Merchandising  
TIN No. : 439-392-896-000 VAT Reg.  
Tel. No. : 0917-514-2529

PR No.: 2024-07-303  
PO No.: 2024-564  
Date: 09/10/2024  
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: 10 calendar days  
Payment Term: n/15

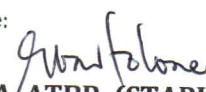
| Item No. | Unit | Description  | Quantity | Unit Cost | Total Cost           |
|----------|------|--|----------|-----------|----------------------|
| 4        | box  | <b>MARKER, White Board (Black)</b><br><br>*****<br><i>Purpose: to be used in the processing of documentary requirements for TDP-SUCs Grantees of CHED.</i> | 1        | 720.00    | <b><u>720.00</u></b> |

(Total Amount in Words) Seven Hundred Twenty Pesos Only

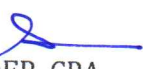
Warranty shall be for a period minimum of Three (3) months for expendable supplies, or a minimum period of one (1) Year for non-expendable supplies. In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

Very truly yours,  
  
  
**DR. ARNOLD E. VELASCO**  
 President  
 Authorized Official 



Conforme:  9/13/24  
**CRAYOLA, ATBP. (STAPLER'S 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.: 02-106441-2024-09-0185  
Amount: 720.00