



# PURCHASE ORDER

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

**DELIVERY DUE DATE:** 14 APR 2024

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.: 2023-12-509  
PO No.: 2024-151  
Date: 3/13/2024  
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
9	box	<b>CONTINUOUS FORM, 1 ply, 280 X 378MM</b> ***** <i>Purpose: APP CSE 2023 (not available in PS-DBM)</i>	5	850.00	<b><u>4,250.00</u></b>

(Total Amount in Words) Four Thousand Two Hundred Fifty 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  
University President

Authorized Official

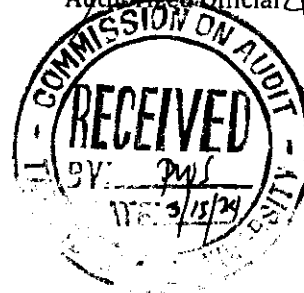
Conforme:

3/15/24

**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-M441-2024-03-0999  
Amount : 4,250.00