

PURCHASE ORDER



Procurement Unit

Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: 26 APR 2026

Supplier: <u>COPYLANDIA OFFICE SYSTEMS CORPORATION</u> Address: <u>252 AB Fernandez Ave., Dagupan City</u> TIN: <u>002-332-000-021 VAT Reg.</u> <u>075-5153306 / Fax: 075-5223267 / 0917-556-8680/0917-6363-981</u>	P.O. No.: <u>2026-152</u> Date: <u>3/18/2026</u> Mode of Procurement: <u>Direct Contracting</u>
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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/30

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	cartridge	INK CARTRIDGE, Comcolor 7150, 1000 (Black), Ink Comcolor X1	5	14,500.00	72,500.00
2	cartridge	INK CARTRIDGE, Comcolor 7150, 1000 (Cyan), Ink Comcolor X1	5	25,000.00	125,000.00
3	cartridge	INK CARTRIDGE, Comcolor 7150, 1000 (Magenta), Ink Comcolor X1	5	25,000.00	125,000.00
4	cartridge	INK CARTRIDGE, Comcolor 7150, 1000 (Yellow), Ink Comcolor X1	5	25,000.00	125,000.00
5	piece	TONER, for Copier, Develop INEO + 750i, Toner TN715, Black	5	9,500.00	47,500.00
6	piece	TONER, for Copier, Develop INEO + 750i, Toner TN715, Cyan	5	18,500.00	92,500.00
7	piece	TONER, for Copier, Develop INEO + 750i, Toner TN715, Magenta	5	18,500.00	92,500.00
8	piece	TONER, for Copier, Develop INEO + 750i, Toner TN715, Yellow	5	18,500.00	92,500.00
***** Purpose: APP 2026 1st Quarter BC-Print Shop (PR#: 2026-02-029)					772,500.00

Seven Hundred Seventy-Two Thousand Five Hundred Pesos Only

In case of failure to make the 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 on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous events or changes in law, and national government policies.

Conforme: _____
 Signature over Printed Name of Supplier: ARNOLD E. VELASCO
 Date: 3/27/2026

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



Fund Cluster: _____
Funds Available: _____

RYAN R. RONQUILLO, CPA
 OIC-Budget Officer

ORS/BURS No.: 12-207912-1021-03-0045
Date of the ORS/BURS: 14 MAR 2026
Amount: ₱ 772,500.00



PURCHASE ORDER

Procurement Unit

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Conforme:

Signature over Printed Name of Supplier

Date



Very truly yours,

DR. ARNOLD E. VELASCO
President

Authorized Official

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
 OIC-Budget Officer

ORS/BURS No. : 02-207512-2026-03-0045

Date of the ORS/BURS: 24 March 2026

Amount : ₱ 772,500.-