



# PURCHASE ORDER

**DELIVERY DUE DATE:**

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

Supplier : **MAGLOCK KEY LOCK SMITH & RUBBER STAMP MAKER**  
Address : **F. Tañedo St., Tarlac City**  
Type of Business : **Trade and Services**  
TIN No. : **433-104-360-000 Non-Vat**  
Tel. No. : **0906-213-6349**

PR No.: **2022-01-008**  
PO No.: **2022-066**  
Date: **2/8/2022**  
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: **Pick-up**  
Payment Term: **C.O.D**

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	set	<b>SELF-INKING RUBBER STAMP</b> , with computerized rubber stam pad, rectangular, ink: violet, size: 1-9/16" x 2-9/16"	1	1,500.00	1,500.00
2	pcs	<b>SELF-INKING RUBBER STAMP PAD</b> , computerized, rectangular, size: 1-9/16" x 2-9/16" ***** <i>Purpose: For office use APP 2022</i>	3	500.00	1,500.00
					<b><u>3,000.00</u></b>

(Total Amount in Words) Three Thousand 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. ARMEEN ROSEL**  
VP, Research & Extension Services  
Authorized Official

Conforme:

*[Signature]*  
2/10/22

**MAGLOCK KEY LOCK SMITH & RUBBER STAMP MAKER**  
(Signature over printed name & date)

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

22020254

Funds Available:  
*[Signature]*  
**JASPER A. YAUDER, CPA**  
Budget Officer

ALOBS No. :  
Amount :

*ok noted*  
2/11/22