



PURCHASE ORDER

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

DELIVERY DUE DATE: Pick-Up / COD

Supplier : **PANDAYAN SUPERSTORES, INC.**
Address : San Roque, Tarlac City
Type of Business : Merchandising
TIN No. : 002-857-329-052
Tel. No. : 0923-084-5931/0925-595-5991

PR No.: 2024-12-489
PO No.: 2025-120
Date: 2/18/2025
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: COD

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	box	BOND PAPER, A4, 5's	1	1000.00	1,000.00
2	box	BOND PAPER, Long, 5's	1	1120.00	1,120.00
3	box	BOND PAPER, Short, 5's	1	945.00	945.00
4	box	VELLUM, A4, 180gsm, 500's	2	1355.00	2,710.00
5	roll	TAPE, Double-Sided, 24mm	10	40.00	400.00
					<u>6,175.00</u>

Purpose: Materials to be used for CCS-SC: Project Access of School Supplies for Academic Year 2024-2025



(Total Amount in Words) Six Thousand One Hundred Seventy-Five 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: Ju 2/21/25
PANDAYAN SUPERSTORES, 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. : 02-206441-2025-02-0640
Amount : ₱ 6175-