



PURCHASE ORDER

DELIVERY DUE DATE: pick-up/cod

Procurement Unit

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

Supplier : **NATIONAL PRINTING OFFICE**
 Address : C-4, Diliman, Quezon City, Metro Manila
 Type of Business : Merchandising
 TIN No. : 000-769-754-000
 Tel. No. : (02) 8925 2190/ 8925-2186/ 0917-805-5616

PR No.: 2025-01-013
 PO No.: 2025-102
 Date: 02/11/2025
 Mode of Procurement: Agency to Agency

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	piece	ACCOUNTING FORM, No. 81 Index of Payments to Employees ***** <i>Purpose: for office use</i>	1500	2.25	<u>3,375.00</u>

(Total Amount in Words) Three Thousand Three 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

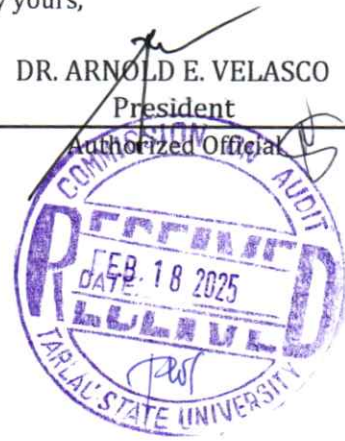
Authorized Official

Conforme:

NATIONAL PRINTING OFFICE

(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. : 01-RM-01-2025-0595
 Amount : 3,375.00



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NATIONAL PRINTING OFFICE
 RECEIVED BY:
FEB 13 2025
 DATE: 3:14 PM
 SEC. ADM. DIV.

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Very truly yours,

[Signature]
SOFFIA M. BAITILARAN
 Acting Chief, SMD

[Signature]
DR. ARNOLD E. VELASCO
 President

Approved Official

COMMISSION ON AUDIT
APPROVED
 DATE: FEB 18 2025
ALLOWED
 TARLAC STATE UNIVERSITY

NATIONAL PRINTING OFFICE

(Signature over printed name & date)

Bank Account Name: _____
 Bank Account Number: _____
 Bank Name: _____
 Bank Address: _____

Funds Available:

[Signature]
IASPERA YAUDER, CPA
 Budget Officer

ALOBS No. 02-000001-02-01-05
 Amount: 3,375.00