



# PURCHASE ORDER

**DELIVERY DUE DATE:** 8/19/2022

Procurement Unit

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

Supplier : **WOODINSPIRATIONS CRAFTS**  
 Address : Gabay St., Pob. East, Sta Ignacia, Tarlac  
 Type of Business : Merchandising  
 TIN No. : 179-789-298-000 Non-VAT  
 Tel. No. : 0917-834-0252

PR No.: 2022-06-154  
 PO No.: 2022-306  
 Date: 7/12/2022  
 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: 30 calendar days  
 Payment Term: n/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
7	pcs	<b>PEN HOLDER</b> , wooden souvenir & TSU logo, made by coconut shell and shaded with dark walnut coconut shell patterns in gemstone hues ***** <i>Purpose: APP 2022 3rd Quarter</i>	200	245.00	<b><u>49,000.00</u></b>

(Total Amount in Words) Forty Nine 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,

*[Signature]*  
 DR. GRACE N. ROSETE  
 Vice President for Administration  
 Authorized Official *[Signature]*

Conformed

**WOODINSPIRATIONS CRAFTS**

(Signature over printed name & date)

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

COMMISSION ON AUDIT - TSU  
**RECEIVED**  
 JUL 20 2022

Funds Available:

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

ALOBS No.: 207512  
62-20641-22-07-0103 *0054*  
 Amount: 49,000.-

Form No.: TSU-PRO-SF 09

Revision No. 03

Effectivity Date: August 24, 2020

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