



# PURCHASE ORDER

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

**DELIVERY DUE DATE:** 06 AUG 2024

Supplier : **TARLAC MAC ENTERPRISES, INC.**  
Address : 1030 Mac Arthur Highway, Brgy. San Nicolas, Tarlac City  
Type of Business : Merchandising  
TIN No. : 216-156-371-000 VAT Reg.  
Tel. No. : 0977-398-6495

PR No.: 2024-06-232  
PO No.: 2024-464  
Date: 7/10/2024  
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: 20 Calendar Days  
Payment Term: N/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	unit	<b>PRINTER, All in One Colored Printer, Canon G4770 All in One W/Fax</b> ***** <i>Purpose: for extension long-term projects aims to enhance productivity and ensure timely, high-quality print outputs for ongoing tasks and presentations. This will support consistent documentation and streamline workflows, thereby improving overall project efficiency and communication.</i>	1	13,995.00	<b><u>13,995.00</u></b>

(Total Amount In Words) Thirteen Thousand Nine Hundred Ninety-Five Pesos Only

Waranty 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:

*Rosehi Del Cervantes* 7/17/24



**TARLAC MAC ENTERPRISES, INC.**

(Signature over printed name & date)

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

Funds Available:

*Jasper A. Yauder*  
**JASPER A. YAUDER, CPA**  
Budget Officer

ALOBS No. : 02-MW/01-2024-07-2327  
Amount: 13,995.00