



PURCHASE ORDER

DELIVERY DUE DATE: 5/20/22

Procurement Unit

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

Supplier : **COPYLANDIA OFFICE SYSTEMS CORPORATION**

Address : 718 Bumatay St. Mandaluyong City, Manila

Type of Business: Merchandising Business

TIN#: 002-332-000-000 VAT Reg.

Tel. No.: 075-515-3306/0917-556-8680

PR No.: 2022-03-058

PO No.: 2022-170

Date: 4/8/2022

Mode of Procurement: Direct Contracting

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
1	pc	DEVELOPER 614 Black	1	15,000.00	15,000.00
2	pc	DEVELOPER 614 Yellow	1	30,000.00	30,000.00
3	pc	DEVELOPER 614 Magenta	1	30,000.00	30,000.00
4	pc	DEVELOPER 614 Cyan	1	30,000.00	30,000.00
***** Purpose: for office use					105,000.00

(Total Amount in Words) One Hundred Five 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. ARMEE N. ROSEL
VP, Research & Extension Services

Authorized Official

Conforme:

COPYLANDIA OFFICE SYSTEMS CORPORATION

(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. :

Amount :



No.: TSU-PRO-SF-09

Revision No. 3

Effectivity Date : August 24, 2020

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