



# PURCHASE ORDER

Procurement Unit

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

**DELIVERY DUE DATE:** 8/12/2023

Supplier : **EASTER WEAVING ROOM. INC.**  
 Address : **#2 Easter Road Guisab, Baguio City**  
 Type of Business: **Trade and Services**  
 TIN#: **000-712-734-000 VAT Reg.**  
 Tel. No. : **0920-921-8131 / (074) 619-0043**

PR No.: **2023-05-188**  
 PO No.: **2023-294**  
 Date: **7/5/2023**  
 Mode of Procurement: **Small Value**

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/15**

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	pcs	<b>HANDWOVEN PLACEMAT</b> , Polyester material, assorted color and design with TSU Logo and Embroidered word - Philippines, Sizes 12'x18" ***** <i>Purpose: for APP 1st Quarter 2023: General Merchandise - Souvenir</i>	200	340.00	<b>68,000.00</b>

(Total Amount in Words) Sixty Eight 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,

JUL 07 2023

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

Conforme:

**EASTER WEAVING ROOM. INC.** 07/13/2023  
 (Signature over printed name & date)

Bank Account Name: **EASTER WEAVING ROOM, INC.**  
 Bank Account Number: **00546 0000 700**  
 Bank Name: **BANCO DE ORO**  
 Bank Address: **ABANAD BAGUIO CITY**

COMMISSION ON AUDIT - TSU  
**RECEIVED**  
 July 13 2023

Funds Available:

**IASPER A. VAUDER, CPA**  
 Budget Officer

ALOBS No. : **01-207512-2020-07-0074**  
 Amount: **₱68,000**



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**JUL 07 2023**

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

Conforme:

**EASTER WEAVING ROOM, 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. : **02-207512-2023-07-0074**  
 Amount: **₱68,000**