Procurement Unit

Tel. No.: 045-606-8110 local 157/142

PURCHASE ORDER

DELIVERY DUE DATE: 17 APR 2025

Supplier : **PHILIPPINE DUPLICATORS, INC.**	PR No.: 2024-12-496
Address : CCC Bldg. KM. 14 West Service Road Edison Ave. Merville, Parañaque City	PO No.: 2025-165
Type of Business : Merchandising	Date: 03/11/2025
TIN No. : 000-412-893-000 VAT Reg.	Mode of Procurement: Small Value
Tel. No. : 0915-916-3840 / (02) 8822-2601-08	

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	**TARLAC STATE UNIVERSITY**	Delivery Term:	30 Calendar Days
Date of Delivery:		Payment Term:	N/30

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	cartridge	**INK CARTRIDGE,** Original, Black, for MPC2004ex	3	5,425.00	16,275.00
5	cartridge	**INK, f**or Copy Printer DD3344 Genuine	10	1,115.52	11,155.20
6	roll	**MASTER ROLL,** for copy printer DD3344 CPMT 15 Genuine	5	6,083.84	30,419.20
7	cartridge	**TONER CART,** for MP2014	3	3,700.00	11,100.00
8	cartridge	**TONER CART,** MP 2014HS, Black	2	3,700.00	7,400.00
10	cartridge	**TONER COPIER,** for MPC2003-Black NRG Genuine	15	5,425.00	81,375.00
11	cartridge	**TONER COPIER,** for MP2501L, Black	7	2,710.40	18,972.80
12	cartridge	**TONER COPIER,** Toner for MPC2003-Cyan NRG Genuine	8	10,675.00	85,400.00
13	cartridge	**TONER COPIER,** Toner for MPC2003-Magenta NRG Genuine	8	10,675.00	85,400.00
14	cartridge	**TONER COPIER,** Toner for MPC2003-Yellow NRG Genuine	8	10,675.00	85,400.00
15	cartridge	**TONER,** Black, for MP 2701/2014 Genuine	5	3,700.00	18,500.00
		sub-total:			**451,397.20**

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: 3/13/25

PHILIPPINE DUPLICATORS, 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. : 02-1064411-2025-03-853
Amount : 646,047.20

Procurement Unit
Tel. No.: 045-606-8110 local 157/142

PURCHASE ORDER

DELIVERY DUE DATE: 17 APR 2025

Supplier : **PHILIPPINE DUPLICATORS, INC.**
Address : CCC Bldg. KM. 14 West Service Road Edison Ave. Merville, Parañaque City
Type of Business : Merchandising
TIN No. : 000-412-893-000 VAT Reg.
Tel. No. : 0915-916-3840 / (02) 8822-2601-08

PR No.: 2024-12-496
PO No.: 2025-165
Date: 03/11/2025
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
		Balance Forwarded:			**451,397.20**
16	piece	**TONER,** for IM C2000 Black	5	5,425.00	27,125.00
17	piece	**TONER,** for IM C2000 Cyan	5	10,675.00	53,375.00
18	piece	**TONER,** for IM C2000 Magenta	5	10,675.00	53,375.00
19	piece	**TONER,** for IM C2000 Yellow	5	10,675.00	53,375.00
20	cartridge	**TONER,** for MP2014 (842137)	2	3,700.00	7,400.00
		**			**646,047.20**
		Purpose: Copier Consumables APP - 3rd Quarter 2024			

(Total Amount in Words) Six Hundred Forty-Six Thousand Forty-Seven Pesos and Twenty Centavos 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: 3/18/25

PHILIPPINE DUPLICATORS, 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. : 02-104411-2025-03-0853
Amount : 646,047.20