



# PURCHASE ORDER

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

**DELIVERY DUE DATE:** 28 FEB 2025

Supplier : **IMM BRAKE CLUTCH & PARTS**  
Address : Romulo Blvd, Tarlac City, Tarlac  
Type of Business : Merchandising  
TIN No. : 105-362-023-000 VAT Reg.  
Tel. No. : 0919-639-1972 / 606-7588

PR No.: 2024-11-483  
PO No.: 2025-089  
Date: 02/06/2025  
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: 15 calendar days  
Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	piece	ALTERNATOR FANBELT, w/ gear A-50	2	550.00	1,100.00
2	piece	AIRCON FANBELT, w/ gear 9.5 x 1175	2	450.00	900.00
***** Purpose: for Maintenance Service of Coaster P2-N458					<b>2,000.00</b>

(Total Amount in Words) Two 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. ARNOLD E. VELASCO  
President

Authorized Official

Conforme: *Hleguel 2-13-25*

### IMM BRAKE CLUTCH & PARTS

(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. : 02-202441-2025-02-0509  
Amount : ₱ 2000