



WORK ORDER

DELIVERY DUE DATE: 11/25/23

Procurement Unit
Tel No.: 045-606-8142

Supplier : **MR QUIJANO MULTIMEDIA PRODUCTION**
Address : Brgy. Caramutan, La Paz, Tarlac
TIN : 291-105-088-000
Tel. No. : 0963-442-4870

Work Order No. 2023-200
Date : 9/26/2023
JO No. : 2023-218
Date : 8/30/2023
Mode of Procurement: Small Value
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **Sixty (60)** calendar days upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	LABOR AND MATERIALS: PHOTOGRAPHY SERVICES - Printing and Photography of Midyear Graduation (355 set) consist of 1 Photograph of Graduate Receiving the diploma on stage and 1 photograph of graduate holding the diploma All photographs shall be in 5R size and should be in Transparent plastic (estimated number of students) Shall furnish TSU Business Center with electronic copies of all photograph/images stored in the USB within 60 days after the last of the photo session Note: - w/ soft copy on Flash Drive - name label for easy distribution - soft copy with names *****	31,240.00	<u>31,240.00</u>

(Please read carefully at the back hereof)

Charge to: 12-207512
ROA No.: 2023-09-0104
CONFORME & RECEIVE COPY :

MR QUIJANO MULTIMEDIA PRODUCTION

Firm/Dealer/Supplier/Contractor

Date

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____



FUNDS AVAILABLE:

JASPER A. YAUDER, CPA
Budget Officer

APPROVED:

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



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9/26/23
Date

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

COMMISSION ON AUDIT, TSU
RECEIVED
Date: SEP 27 2023

FUNDS AVAILABLE:

JASPER A. YAUDER, CPA
Budget Officer

APPROVED:

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