



WORK ORDER

Procurement Unit
Telephone No.: (045) 606-8110 local 157/142

DELIVERY DUE DATE: **11 JUL 2025**

Supplier : **A-LINE TRENDSETTERS RENTALS & SERVICES/ROSALINDA M. ANDAYA**

Address : **#326 Rizal St., Paraiso, Tarlac City**

TIN : **209-157-847-000 Non-VAT**

Tel. No. : **0919-385-6124**

Work Order No.: **2025-143**

Date : **7/8/2025**

JO No. : **2025-123**

Date: **6/25/2025**

Mode of Procurement : **NP-Small Value Procurement (SVP)**

Mode of Payment : **n/15**

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on/or before **July 11, 2025** 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	RENTAL OF ACADEMIC TOGA FOR BOR MEMBERS, SOL FACULTY, AND OAR STAFF FOR COMMENCEMENT CEREMONY -14 pcs Toga for BOR Members, SOL Faculty and OAR Staff during the 36th Commencement Exercises for the School of Law DEGREE and SIZE Master of Public Administration - 2 set Medium Doctor of Public Administration-1 set-2XL Juris Doctor - 2 set Medium Juris Doctor - 3 set Large Juris Doctor-2 set Extra Large Bachelor of Early Childhood Education - 1 set-Large Master in Business Administration 1 set-Small Doctor of Medicine - 1 set-Large Bachelor of Science in Nursing-1 set - Medium *****	8,400.00	8,400.00

In case of failure to make the 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 on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) calendar days' written notice, if determined the existence of conditions make the project implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event/s or changes in law, and national government policies.

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

Date

DR. ARNOLD E. VELASCO
President

Authorized Official

Fund Cluster : _____

Funds Available : _____

JASPER A. YAUDER, CPA
Budget Officer

ORS/BURS No. : **02-2025-07-1925**

Date of the ORS/BURS: **July 8, 2025**

Amount : **8,400.00**