



WORK ORDER

Procurement Unit

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

DELIVERY DUE DATE: **02 AUG 2025**

Supplier : **E-GLORIA'S FLOWER SHOP, PARTY NEEDS & CATERING SERVICES/LORENZO E. CORDOBA**

Address : M.H Del Pilar, Sto. Cristo, Tarlac City

TIN : 405-183-384-000 Non-VAT

Tel. No. : 0939-734-8707 / 0917-180-1555

Work Order No.: 2025-156

Date : 8/1/2025

JO No. : 2025-128

Date: 7/4/2025

Mode of Procurement : Small Value Procurement (SVP)

Mode of Payment : n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work items on **August 2, 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	PROCUREMENT OF SERVICES FOR STAGE DECORATION AND PHYSICAL ARRANGEMENT (TABLES AND CHAIRS WITH COVER) Testimonial Dinner Celebration for the March 2024, September 2024 and March 2025 LEPT Topnotchers and Board Passers of College of Education A. STAGE DECORATION including Flower Styling for the Stage area and Fresh Floral Centerpieces for Tables, B. PHYSICAL ARRANGEMENT, (80 round tables good for 8 seaters with tablecloth), chairs (600 pcs with seatcover) *****	36,500.00	<u>36,500.00</u>



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,

EUNICE LICA E. CORDOBA
Signature over Printed Name of Supplier

DR. ARNOLD E. VELASCO
President
Authorized Official

8/1/25
Date

Fund Cluster : _____

Funds Available : _____

JASPER A. YAUDER, CPA
Budget Officer

ORS/BURS No. : 02-206441-2025-08-2108

Date of the ORS/BURS: Aug 1, 2025

Amount : 36,500.00