# WORK ORDER

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

**DELIVERY DUE DATE:** 10 JUL 2025

| | |
|---|---|
| Supplier : **RDRA PRINTARTEES ENTERPRISES** | Work Order No.: 2025-134 |
| Address : 1782 Don Marciano St., Blk 6 San Roque, Tarlac City | Date : 7/3/2025 |
| TIN : 496-086-299-000 Non-VAT | JO No. : 2025-120 |
| Tel. No. : 0920-333-8063 | Date: 6/20/2025 |
| | 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 10, 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 | **SUPPLY AND DELIVERY OF LABOR AND MATERIALS FOR CUSTOMIZED ACRYLIC KEYCHAIN SOUVENIRS**<br><br>For CPAG Tribute to 4th year Students from 8:00AM to 7:00PM at Prsicilla Hall, TSU Lucinda Campus.<br><br>-200 pcs Acrylic Keychain Souvenirs<br>Size: 1.6 inches<br>Shape: Round<br><br>******************************************* | 5,000.00 | **5,000.00** |

COMMISSION ON AUDIT
RECEIVED
DATE: JUL 04 2025
TARLAC STATE UNIVERSITY

*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, fortuituos event/s or changes in law, and national government policies.*

Conforme:

Signature over Printed Name of Supplier

7-4-25

Date

Very truly yours,

DR. ARNOLD E. VELASCO
President
Authorized Official

Fund Cluster : ______

Funds Available : ______

JASPER A. YAUDER, CPA
Budget Officer

ORS/BURS No. : 02-[illegible]-07-[illegible]

Date of the ORS/BURS: July 3, 2025

Amount : 5,000.00