



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.: 2025-137

Date : 7/3/2025

JO No. : 2025-116

Date: 6/13/2025

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 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 GRADUATION TOGA AND SUPPLY OF CUSTOMIZED SABLAY For use during the conduct of the Graduation Ceremony of Laboratory School (Grade 12 Senior High) Graduation -140 Set Graduation Toga (Color: Royal Blue Gown and Cap with Tassel) Sizes: 53 pcs Small, 54 pcs Medium, 22 pcs Large, 6 pcs XL, 3 pcs 2XL, 1 pc 4XL, 1 pc 5XL -140 pcs Customized Sablay (SASH) for Grade 12 Senior High Note: Supplier must submit sample toga and sablay for approval before full delivery *****	59,500.00	<u>59,500.00</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,

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. : 01-207512-1025 07-0000

Date of the ORS/BURS: 03 JUL 2025

Amount : ₱59,500