



WORK ORDER

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

DELIVERY DUE DATE: 31 MAR 2026

Supplier : **DELMAR MODISTES' SUPPLIES TRADING**
Address : Ancheta St., Brgy. Poblacion, Tarlac City
TIN : 254-709-232-00000 VAT Reg
Tel. No. : 0917-514-1915 / (045) 982-2517

Work Order No.: 2026-055
Date : 3/5/2026
JO No. : 2026-014
Date: 2/6/2026
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 within **Twenty (20) 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	<p>PROCUREMENT OF CUSTOMIZED WORKING SHIRTS FOR COE STUDENT COUNCIL</p> <p>Tailoring of Customized Working Shirts for COE Student Council for the Academic Year 2025-2026.</p> <p>Specifications: Type of Fabric: Polydex Quantity: 10 pieces Sizes: Small 2 pieces, Medium 2 pieces, Large 3 pieces, XL 3 pieces.</p> <p>FIXED ELEMENTS: Front Shirt Design TSU COE-SC Logo Located on the right side of the chest Coordinates: X = 1.72Y = 2.12 Color Overlay: Black (000000) Dimensions: W = 0.89 inches, H = 0.92 inches</p> <p>Name Design Located on the left side of the chest Coordinates: X = 4.91Y = 2.49 Color Overlay: Black (000000) Dimensions: W = 1.02 inches, H = 0.25 inches</p> <p>TSU COE-SC Text Located on the left side of the chest Coordinates: X = 4.91 Y = 2.49 Text Color: Deep Crimson/Maroon (750101) Text Height: 4.5 pt Character Spacing: 100 Font Style: Nulshock (Bold) Letters are All-Caps</p> <p>Right Arm Shirt Design MAROON SHARKS Text Coordinates: X = 0.94 Y = 2.63 MAROON Text Color: Deep Crimson/Maroon (750101) Text Height: 6.62 pt Line Spacing: 8.83 pt Character Spacing: 75 Font Style: Nulshock (Bold) Letters are All-Caps</p>	4,500.00	4,500.00





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		<p>SHARKS Text Color: White (mm) Text Height: 11.04 pt Line Spacing: 8.83 pt Character Spacing: 75 Font Style: Nulshock (Bold) Letters are All-Caps</p> <p>Back Shirt Design BACK TEXT Coordinates: X-1.14, Y-2.24 COLLEGE OF ENGINEERING Text Color: Deep Crimson/Maroon (750101) Text Height: 13.29 pt Line Spacing: 25.62 pt Character Spacing: -10 Font Style: Nulshock (Bold) Letters are All-Caps</p> <p>STUDENT COUNCIL Text Color: Black (000000) Text Height: 28.47 pt Line Spacing: 25.62 pt Character Spacing: 25 Font Style: Akira Expanded (Super Bold) Letters are All-Caps</p> <p>ACADEMIC YEAR 2025-2026 Text Color: Deep Crimson/Maroon (750101) Text Height: 9.49 pt Line Spacing: 13.29 pt Character Spacing: -10 Font Style: Nulshock (Bold) Letters are All-Caps</p> <p>COE Logo & EST. 1969 COE Logo Dimensions: W-0.72 inches, 11-0.73 inches Coordinates: X-3.33, Y=0.72 Color Overlay White (ffffff)</p>		





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		<p>EST. 1969 Text Color: White (mm) Text Height: 7.07 pt Character Spacing: 0 Font Style: Nulshock (Bold) Coordinates: x = 3.39 Y = 1.54 Letters are All-Caps COE ESSENTIALS 01 Coordinates: X = 2.78Y = 8.35 Color Overlay: Black (000000) Dimensions: W = 0.51 inches, H = 0.17 inches 02 Coordinates: X = 3.45Y = 8.22 Color Overlay: Black (000000) Dimensions: W = 0.32 inches, H = 0.44 inches 03 Coordinates: X = 3.94Y = 8.39 Color Overlay: None (USE THE PHOTO AS IS) Dimensions: W = 0.66 inches, H = 0.13 inches</p> <p>VARYING ELEMENTS: NAME Located on the left side of the chest Coordinates: X = 4.32Y = 2.36 Color Overlay: Black (000000) Font Style: Aerospace (Regular) Line Spacing: 13 pt Letters are All-Caps</p> <p>LIST OF NAMES WITH TEXT HEIGHT: 1. LAGAZON, J Q. (text height-13) 2. MADRID, RA G. (text height 12.5) 3. MALLARI, CL S. (text height-12.5) 4. MUAN, JL C. (text height t = 15) 5. PAGASPAS, D C. (text height-11) 6. PAL-EK, CJ C. (text height=14.5) 7. TANGLAO, N L.(text height-12.5) 8. ENGR. GALVEZ (text height=12) 9. ENGR. LAPUZ (text height-13) 10. ENGR. PINEDA (text height-12.5)</p>		





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		<p>POSITION Located on the left side of the chest Coordinates: X=4.32, Y=2.36 Color Overlay: Deep Crimson/Maroon (750101) Font Style: Nulshock (Bold) Text Height: 5.63 pt Line Spacing: None/Auto Letters are All-Caps</p> <p>LIST OF POSITIONS and Shirt Sizes 1. BM ON RECORDS (for Lagazon) - XL 2. BM ON AUDIT (for Madrid) -XL 3. GOVERNOR (for Mallari) - Medium 4. BM ON PUBLIC INFO (for Muan) - XL 5. VICE GOVERNOR (for Pagaspas) - Large 6. BM ON FINANCE (for Pal-ek) - Medium 7. BM ON WAYS & MEANS (for Tanglao)- Large 8. TSU COE DEAN (for Dean Galvez) - Small 9. TSU COE-SC ADVISER (for Engr. Lapuz) - Small 10. COE SPORTS COORDINATOR (for Engr. Pineda) - Large</p> <p>Note: Full Sublimation T-Shirt Only *****</p>		

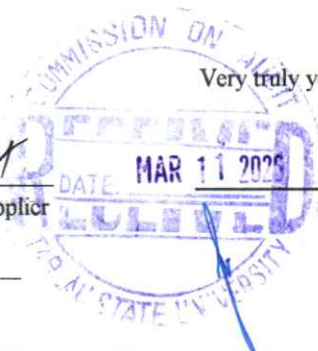
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) 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:

Josette Baluyot
 Signature over Printed Name of Supplier

3/11/24
 Date

Very truly yours,



DR. ARNOLD E. VELASCO
 DR. ARNOLD E. VELASCO
 President
 MAR 10 2026
 Authorized Official

Fund Cluster : _____
 Funds Available : _____

JASPER A. YAUDER, CPA
 Budget Officer

ORS/BURS No. : **02-202441-2024-03-1047**
 Date of the ORS/BURS: **10 MAR 2024**
 Amount : **₱ 4500-**