



# WORK ORDER

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

DELIVERY DUE DATE: **19 APR 2026**

Supplier: **WOODINSPIRATIONS CRAFTS (KARMEN BLESILDA PASCUAL)**

Work Order No. 2026-065

Address: Gabay St., Pob. East, Sta Ignacia, Tarlac

Date: 3/13/2026

TIN: 179-789-298-000 Non-VAT

JO No. 2026-046

Tel. No.: 0917-834-0252

Date: 2/24/2026

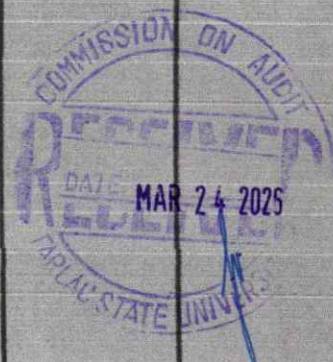
Mode of Procurement: Small Value Procurement (SVP)

Mode of Payment: n/30

SIR/MADAM

You are hereby advised to accomplish/deliver the following job/work within **Thirty (30) 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	<b>PROCUREMENT OF CUSTOMIZED PEN HOLDER</b>  Customized Pen Holder  Wood Craft Pen Holder w/TSU Logo Size: 2.5"H x 3.5"W, 3.5" I w/individual boxes and ribbon Quantity: 300 pieces *****	73,500.00	<u>73,500.00</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:

*Karmen Pascual*  
**KARMEN BLESILDA G PASCUAL**  
Signature over Printed Name of Supplier

*March 20/26 (Holiday)*  
Date

Very truly yours,

*DR. ARNOLDE VELASCO*  
President  
Authorized Official

Fund Cluster: \_\_\_\_\_

Funds Available: \_\_\_\_\_

*Jasper A. Yavider*  
**JASPER A. YAVIDER, CPA**  
o/c, Budget Officer

ORS/BURS No.: 02-202512-2026-03-0038

Date of the ORS/BURS: 17 MAR 2025

Amount: P 73,500



# WORK ORDER

Procurement Unit

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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  
OIC, Budget Officer

ORS/BURS No. : 02-207512-2026-03-0076

Date of the ORS/BURS: 17 MAR 2026

Amount : # 73500