



# WORK ORDER

Procurement Unit  
Tel. No.: 045-606-8142/606-8157

**DELIVERY DUE DATE:** 02 FEB 2025

Supplier : **DEN-BELS FOOTWEAR AND GENERAL MERCHANDISE (MARIBEL MACARANAS)**

Work Order No.: 2024-403

Address : Ancheta St., Poblacion, Tarlac City

Date : 12/18/2024

TIN : 253-281-708-001 Non VAT

JO No. : 2024-377

Tel. No. : 0939-371-7888 / 491-4961

Date : 9/26/2024

SIR/MADAM:

Mode of Procurement: Small Value

Mode of Payment: n/15

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>LABOR AND MATERIALS: CUSTOMIZED PLANNER</b>  -100 pcs of SOUVENIR ITEM, Personalized Planner w/TSU Logo A5 Size, Stationery 25K Moleskin Rubber Diary Strap Notebook w/String Lock, Hard Cover 80 leaves, 160pages, assorted colors.  *****	20,000.00	<b><u>20,000.00</u></b>



(Please read carefully at the back hereof)

Charge to: 02-207512  
ROA No.: 2024-12-0143  
CONFORME & RECEIVE COPY :

[Handwritten signature]

**FUNDS AVAILABLE:**

JASPER A. YAUDER, CPA  
Budget Officer

**DEN-BELS FOOTWEAR AND GENERAL MERCHANDISE (MARIBEL MACARANAS)**

Firm/Dealer/Supplier/Contractor  
1/3/25  
Date

**APPROVED:**

DR. ARNOLD E. VELASCO  
President  
Authorized Official

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_