



# WORK ORDER

**DELIVERY DUE DATE:** 4/16/24

Procurement Unit  
Tel No.: 045-606-8142

Supplier : **HAPPY ORCHIDS FLOWER SHOP & GARDEN**  
Address : Venturanza Avenue, San Sebastian Village, Tarlac City, Tarlac  
TIN : 176-834-823-000 Non-VAT  
Tel. No. : (045) 982 3916 / 982-3767

Work Order No.: 2024-033  
Date : 3/15/2024  
JO No. : 2024-020  
Date : 2/15/2024  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **April 16, 2024** 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: FLOWER ARRANGEMENT SERVICES</b> Flower Arrangement Services (stage and tables) for Lathala XI: Literacy and Arts Festival/Competition on April 16, 2024, at Academic Building Ground/Garden, Lucinda Campus, Brgy. Binauganan, Tarlac City, 4:00pm *****	9,500.00	<u>9,500.00</u>



(Please read carefully at the back hereof)

Charge to: 12-10101  
ROA No.: 2024-03-0278  
CONFORME & RECEIVE COPY:

[Signature]  
**HAPPY ORCHIDS FLOWER SHOP & GARDEN**  
Firm/Dealer/Supplier/Contractor  
3/19/24  
Date

**FUNDS AVAILABLE:**  
[Signature]  
**JASPER A. YAUDER, CPA**  
Budget Officer

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

**APPROVED:**  
[Signature]  
**DR. ARNOLD E. VELASCO**  
University President  
Authorized Official