



WORK ORDER

DELIVERY DUE DATE: 19 NOV 2024

Procurement Unit
Telefax No.: 045-606-8142

Supplier : **DATA PRINTZ PHOTO PRINTING LABORATORIES**
Address : **I & R Bldg., Zamora St., Brgy. San Roque, Tarlac City**
TIN : **238-527-996-00000 Non-VAT**
Tel. No. : **0925-306-2693**

Work Order No.: **2024-295**
Date : **09/12/2024**
JO No. : **2024-328**
Date : **08/16/2024**
Mode of Procurement: **Small Value**
Mode of Payment: **n/15**

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Sixty (60)** 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>LABOR AND MATERIALS: PRINTING AND PHOTOGRAPHY SERVICES</p> <p>-300 set of Printing and Photography of Midyear Graduation on September 20, 2024. -Set consist of 1 photograph of graduate receiving the diploma on stage and 1 photograph of graduate holding the diploma. -All photographs shall be in 5R size and should be in transparent plastic (Estimated number of students) -Shall Furnish TSU Business Center with electronic copies of all photograph/images stored in the USB within 60 days after the last of the photo session -Note: Must have studio/sub within Tarlac City</p> <p>*****</p>	24,000.00	<u>24,000.00</u>

(Please read carefully at the back hereof)

Charge to:
ROA No. :
CONFORME & RECEIVE COPY:

DATA PRINTZ PHOTO PRINTING LABORATORIES

Firm/Dealer/Supplier/Contractor
Date: 9/20/24



FUNDS AVAILABLE:
JASPER A. YAUDER, CPA
Budget Officer

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____

APPROVED:
ARNOLD E. VELASCO
President
Authorized Official