



# WORK ORDER

**DELIVERY DUE DATE:** 11/24/23

Procurement Unit  
Tel No.: 045-606-8142

**Supplier :** TEKOGRAFIX  
**Address :** Blk 7 San Roque, McArthur Highway, Tarlac City  
**TIN :** 272-024-401-000 Non-VAT  
**Tel. No. :** 0923-090-1291

**Work Order No.:** 2023-252

**Date :** 11/10/2023

**JO No. :** 2023-298

**Date :** 10/26/2023

**Mode of Procurement:** Small Value

**Mode of Payment:** n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Ten (10)** 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: FABRICATION AND INSTALLATION SERVICES</b> Request for Acrylic Frames for the College goals, program outcomes, and Office/Room labels of the College of Education <b>4pairs 46.25cm x 96.25 cm Wall-mount Acrylic Frame</b> <b>1pair 3ft x 7ft Wall-mount Acrylic Frame</b> <b>20pairs 4.5in. X 13in. Wall-mount Room Label Acylic Holder</b> *****	39,500.00	<u>39,500.00</u>

(Please read carefully at the back hereof)

Charge to: 02-102101  
ROA No.: 2023-11-0852  
CONFORME & RECEIVE COPY :

**TEKOGRAFIX**  
Firm/Dealer/Supplier/Contractor  
11/14/23  
Date

RECEIVED  
NOV 14 2023

**FUNDS AVAILABLE:**

JASPER A. NAUDER, CPA  
Budget Officer

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

**APPROVED:**

DR. GRACIN. ROSETE  
Vice President for Administration  
Authorized Official

