



WORK ORDER

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

DELIVERY DUE DATE: **25 JUL 2025**

Supplier : **RDRA PRINTARTEES ENTERPRISES**
Address : **1782 Don Marciano St., Blk 6 San Roque, Tarlac City**
TIN : **496-086-299-000 Non-VAT**
Tel. No. : **0920-333-8063**

Work Order No.: **2025-133**
Date : **6/20/2025**
JO No. : **2025-077**
Date: **4/10/2025**
Mode of Procurement : **NP-Small Value Procurement (SVP)**
Mode of Payment : **n/15**

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	LABOR AND MATERIALS: TAILORING SERVICES -51 pcs Polo Shirt with Silk Screen Printing for SERVICE AWARDS 2025 Specifications: Shirt Color White - #ffffff TSU Logo, Collar, Sleeves, & Design Maroon - #800000 TSU Logo & Design Golden Yellow - #ffc632 Design Black - #000000 Type of Fabric: Lacoste Logo: Embroidery Shirt Design: Silk Screen Printing Shirt Size: -1 pc Extra Small (Shoulder width: 16.5, Sleeve Length: 7, Chest/Waist: 36, Length: 26, Width: 17) -4 pcs Small (Shoulder width: 17, Sleeve Length: 7.5, Chest/Waist: 38, Length: 27, Width: 18) -18 pcs Medium (Shoulder width: 17.5, Sleeve Length: 8, Chest/Waist: 40, Length: 28, Width: 19) -16 pcs Large (Shoulder width: 18.5, Sleeve Length: 8.5, Chest/Waist: 42, Length: 29, Width: 20.5) -4 pcs XL (Shoulder width: 19, Sleeve Length: 9, Chest/Waist: 44, Length: 29.5, Width: 21.5) -5 pcs 2XL (Shoulder width: 20, Sleeve Length: 10, Chest/Waist: 46, Length: 30, Width: 23) -1 pc 3XL (Shoulder width: 21, Sleeve Length: 10.5, Chest/Waist: 48, Length: 31, Width: 23) -2 pcs 4XL (Shoulder width: 21.5, Sleeve Length: 11, Chest/Waist: 50, Length: 31, Width: 24) *****	40,800.00	40,800.00



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:

Very truly yours,

PAUL DE LEON JR

Signature over Printed Name of Supplier

JUN 25, 2025

Date

DR. ARNOLD E. VELASCO
President

Authorized Official

JUN 24 2025

Fund Cluster : _____

Funds Available : _____

JASPER A. YAUDER, CPA

Budget Officer

ORS/BURS No. : **12-MW41-2025-Ag-1780**

Date of the ORS/BURS: **JUN 24, 2025**

Amount : **40,800.00**