



WORK ORDER

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

DELIVERY DUE DATE: 05 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.: 2025-128
Date : 6/17/2025
JO No. : 2025-104
Date: 5/16/2025
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 **Fifteen (15) 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	SUPPLY OF LABOR AND MATERIALS FOR TAILORING OF POLO SHIRTS -15 pcs of POLO SHIRTS for the Center for Peace Indigenous Peoples' Resources and Development Specifications: Garment Type: Polo Shirt Material: (HONEYCOMB/LACOSTE) Design: Body: Two-tones Design Top Color: Mustard Yellow Bottom Color: White Collar: Standard polo Collar Logo: Embroidered (2.5x2.5 inches) Office Name: CENTER FOR PEACE INDIGENOUS PEOPLES' RESOURCES AND DEVELOPMENT SIZES: 2 pcs Small, 1 pc Medium, 3 pcs Large, 4 pcs XL, 3 pcs XXL, 2 pcs XXXL. *****	7,500.00	<u>7,500.00</u>



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:

Magdalen
MA RAQUEL A. DECEON
Signature over Printed Name of Supplier
6-10-25
Date

Very truly yours,

[Signature]
DR. ARNOLD E. VELASCO
President
Authorized Official

Fund Cluster :

Funds Available : _____

[Signature]
JASPER A. YAUDER, CPA
Budget Officer

ORS/BURS No. : 02-70641-7075-04-17228
Date of the ORS/BURS: June 19, 2025
Amount : 7,500.00