



# WORK ORDER

**DELIVERY DUE DATE:** 11-29-22

Procurement Unit  
Telefax No.: 045-606-8142

Supplier : **E-GLORIA'S FLOWER SHOP, PARTY NEEDS & CATERING SERVICES**  
Address : **M.H Del Pilar, Sto. Cristo, Tarlac City**  
TIN : **405-183-384-000 Non-VAT**  
Tel. No. : **0939-734-8707**

Work Order No.: 2022-201  
Date : 11/24/2022  
JO No. : 2022-240  
Date : 11/4/2022  
Mode of Procurement: Small Value  
Mode of Payment: n/30

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **November 29, 2022** 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>RENTAL SERVICES: TABLES &amp; CHAIRS</b> for Capping, Pinning & Candle Lighting Ceremony on November 29, 2022 which will be held at the Bulwagan ng Kanlahi, Tarlac City  Tables with White/Baige Cover (3pcs) Chairs (monoblock) white/baige with cover (270pcs) Chairs (monoblock) white/baige (530pcs) *****	15,490.00	<u>15,490.00</u>

COMMISSION ON AUDIT - TSU  
**RECEIVED**  
Date NOV 29 2022

(Please read carefully at the back hereof)

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

*[Signature]*  
Date: 11-25-22

**E-GLORIA'S FLOWER SHOP, PARTY NEEDS & CATERING SERVICES**  
Firm/Dealer/Supplier/Contractor

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

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

APPROVED: *[Signature]*  
DR. GRACE N. ROSETE  
Vice President for Administration  
Authorized Official *[Signature]*