



# WORK ORDER

10/28/23

Procurement Unit  
Tel. No.: 045-606-8142/606-8157

Supplier : **WOODINSPIRATIONS CRAFTS**  
Address : Gabay St., Pob. East, Sta Ignacia, Tarlac  
TIN : 179-789-298-000 Non-VAT  
Tel. No. : 0917-834-0252

Work Order No.: 2023-221  
Date : 10/13/2023  
JO No. : 2023-268  
Date : 10/3/2023  
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 OF TROPHIES</b> Trophies for United Nations Celebration 2023 1pc Mr. United Nations 2023 (12 inches-brown) 1pc Ms. United Nations (12 inches-brown) 1pc Mr. UN Sustainable Development (12 inches-brown) 1pc Ms. UN Sustainable Development (12 inches-brown) 1pc Mr. UN Global Advocate (12 inches-brown) 1pc Ms. UN Global Advocate (12 inches-brown) *****	5,700.00	<u>5,700.00</u>

(Please read carefully at the back hereof)

Charge to: 02-106441  
ROA No.: 2023-10-244a  
CONFORME & RECEIVE COPY:

FUNDS AVAILABLE:

JASPER A. YAUDER, CPA

Budget Officer

**WOODINSPIRATIONS CRAFTS**

Firm/Dealer/Supplier/Contractor

10/18/23

Date

APPROVED:

DR. GRACE N. ROSETE

Vice President for Administration

Authorized Official

Bank Account Name: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

RECEIVED  
28 OCT 18 2023