



# WORK ORDER

Procurement Unit  
Telefax No.: 045-606-8142

**DELIVERY DUE DATE:** 04 OCT 2024

Supplier : **E-GLORIA'S FLOWER SHOP, PARTY NEEDS & CATERING SERVICES**  
**(LORENZO E. CORDOBA)**

Work Order No.: 2024-315

Address : M.H Del Pilar, Sto. Cristo, Tarlac City

Date : 09/26/2024

TIN : 405-183-384-000 Non-VAT

JO No. : 2024-351

Tel. No. : 0939-734-8707 / 0917-180-1555

Date : 08/29/2024

Mode of Procurement: Small Value

Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **October 4, 2024**, 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	<p><b>LABOR AND MATERIALS: RENTAL OF TABLES, CHAIRS AND FLOWER ARRANGEMENT SERVICES</b></p> <p>Rental of Tables (with cover) and Chairs (with cover), Entrance Arch, Flower Arrangement for Stage Decoration, Centerpieces, with Event Styling- National Teachers' Month 2024 (Oct. 4, 2024/1pm(set-up at TSU Gymnasium)</p> <p><b>*Rental and Service of Tables (with cover) and Chairs (with cover)</b> -(Theme Color: Emerald Green &amp; White) 53 long tables with cover &amp; 530 chairs with cover Long Tables: Narrow with 10 seats capacity</p> <p><b>*Entrance Arch</b> -Details: Emerald Green and White with Synthetic Flowers</p> <p><b>*Flower Arrangement for Stage Decoration, Centerpieces, with Event Styling</b> -(Theme Color: Emerald Green and White) (Synthetic Flowers do)</p> <p>*****</p>	175,500.00	<b><u>175,500.00</u></b>

(Please read carefully at the back hereof)

Charge to: 02-2024  
ROA No.: 2024-10-3114  
CONFORME & RECEIVE COPY:

FUNDS AVAILABLE:

Oficio 10-1-24

JASPER A. YAUDER, CPA  
Budget Officer

**E-GLORIA'S FLOWER SHOP, PARTY NEEDS & CATERING SERVICES (LORENZO E. CORDOBA)**

Firm/Dealer/Supplier/Contractor



APPROVED:

DR. ARNOLD E. VELASCO  
President  
Authorized Official

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