



BAGONG PILIPINAS

Procurement Unit

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

WORK ORDER

DELIVERY DUE DATE: **04 AUG 2026**

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

Work Order No.: **2026-162**
Date: **7/29/2026**
JO No.: **2026-153**
Date: **7/10/2026**
Mode of Procurement: **Small Value Procurement (SVP)**
Mode of Payment: **n/15**

SIR/MADAM,

You are hereby advised to accomplish/deliver the following job/work within **Five (5) 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	PROCUREMENT OF FABRICATION OF ONE (1) SET OF CEREMONIAL GAVEL FOR THE INVESTITURE OF THE 7TH UNIVERSITY PRESIDENT AND 37TH COMMENCEMENT EXERCISES Fabrication of One (1) Set of Ceremonial Gavel for the Investiture of the 7th University President and 37th Commencement Exercises Specifications • One (1) set of ceremonial gavel consisting of one (1) gavel and one (1) sounding block. • Fabricated from premium hardwood (e.g., Narra, mahogany, or equivalent) with a smooth polished finish. • Overall gavel length: 15 inches. • Gavel head: approximately 4 inches in length and 2.5 inches in diameter. • Sounding block: 6 inches in diameter and 1.5 inches in height. • The gavel shall be fitted with a gold-colored band around the center of the gavel head. • The official Tarlac State University (TSU) logo shall be engraved or affixed at the front center of the gold band, as shown in the approved sketch/design provided by the end-user. *****	3,850.00	3,850.00

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
By: Date: **JUL 30 2026**

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 items. 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:

KARMEN BLESILDA PASCUAL
Signature over Printed Name of Supplier

7/30/26
Date

Very truly yours,

DR. JASPER JAY N. MENDOZA
President
Authorized Official

Fund Cluster: _____
Funds Available: _____

RYAN R. MONREALLO, CPA
OIC-Budget Officer

ORS/BURS No.: **16 06441-10407-2544**
Date of the ORS/BURS: **Jul 29, 2026**
Amount: **3,850.00**



WORK ORDER

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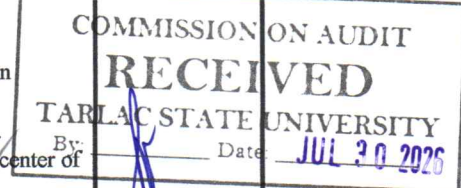
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Signature over Printed Name of Supplier

Date

DR. JASPER JAY N. MENDOZA

President

Authorized Official

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
OIC-Budget Officer

ORS/BURS No. : **12-MW41-2024-27-344**

Date of the ORS/BURS: **Jul 29, 2026**

Amount : **3,850.00**