



WORK ORDER

Procurement Unit

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

DELIVERY DUE DATE: July 13, 23, & 30, 2026

Supplier : **TARLAC POINTERS WEEKLY NEWSPAPER**

Address : **Mangga I-B, Brgy. Matatalaib, Tarlac City**

TIN : **278-170-496-000 Non-Vat**

Tel. No. : **0910-237-4206**

Work Order No.: **2026-146**

Date : **7/10/2026**

JO No. : **2026-134**

Date: **6/26/2026**

Mode of Procurement : **NP-Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services**

Mode of Payment : **n/30**

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on/or before **July 13, 23 & 30, 2026** 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 PUBLICATION SERVICES FOR THE SEARCH FOR PRIVATE SECTOR REPRESENTATIVE IN A NEWSPAPER Publication of Search for Private Sector Representative for TSU Board of Regents Scope of Services Type: Newspaper Advertisement Date of Posting: July 13, 2026 (1st Publication) July 23, 2026 (2nd Publication) July 30, 2026 (3rd Publication) Size: 11 x 17 inches (One (1) whole page (Black and White)) NOTICE OF SEARCH AND CALL FOR APPLICATIONS FOR THE PRIVATE SECTOR REPRESENTATIVE A. Qualifications of Nominees The PSR must meet the following minimum conditions for appointment: 1. Be a Filipino citizen, of legal age, and of good moral standing in their community; 2. From an industry, business, or profession preferably related to the SUC's charter or mandate; 3. Have at least five (5) years of employment, business, or practice of profession in the private sector; 4. Be domiciled in or a resident for at least two (2) years of the city or province where the SUC or its campuses are located; 5. Not connected with the SUC concerned or other government agencies and instrumentalities in any manner, for one (1) year immediately prior to his or her nomination to the PSR position; 6. Not currently employed or appointed to any position in the government (local, national, including government-owned and controlled corporations), be it full time or part time, at the time of nomination for the PSR position; 7. Not related to any member of the present Board or their duly authorized representatives, within fourth civil degree of consanguinity or affinity; 8. Not have been a candidate who lost in any national or local election, except for barangay elections, within one (1) year after such election; and 9. Must explicitly manifest availability of time and commitment to the service of TSU.	12,000.00	12,000.00

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
By: _____ Date: **JUL 10 2026**

Form No. : TSU-PRO-SF 10Revision No.: 02Effectivity Date: May 29, 2025Page 1 of 3



BAGONG PILIPINAS

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		B. Documentary Requirements Applicants/nominees shall submit five (5) copies (1 original copy and 4 certified true copies) of the following documents to the Search Committee Secretariat: 1. Duly notarized application or nomination (with the conforme of the Nominee); 2. Duly accomplished, computerized and notarized Personal Data Sheet (CSC Form 212); 3. Certificate of Employment stating Nominee's present position in the private sector related to industry, business or profession related to the SUC's charter or mandate; 4. Service Record of Nominees who have been employed in the government at any point; 5. NBI Clearance (2026); 6. Certification of No Connection with SUC the Nominee is applying or nominated to; (to be issued by TSU HRDMO) 7. Signed Commitment and Availability of the Nominee to serve as PSR; 8. Signed Conforme to the Conditions of PSR as provided in Section 14 in Annex A of the IRR-Terms of Office and Conditions of PSR(s): a. Each PSR shall serve for a term of two (2) years, commencing from the time they take their oath of office. A PSR shall not, after his or her term ends, act in a hold-over capacity. b. In case of death, incapacity, resignation, or other analogous reasons, the PR's position shall be deemed vacated. A new search process for a new PSR must be established in accordance with the provisions of the IRR. The new PS will serve the full term of two (2) years. C. Application/Nomination Submission Process Applicants/Nominators shall submit their nominations and all supporting documents not later than August 26, 2026 at 5:00 PM (Philippine Standard Time) to: DR. ERNESTO C. LOPEZ, JR. Chairperson, Search Committee for Private Sector Representative of the Tarlac State University		

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		THROUGH: DR. RONNIE A. DUNGO Secretariat, Search Committee for Private Sector Representative 2nd Floor, Administration Building Tarlac State University – Main Campus San Vicente, Tarlac city ***** COMMISSION ON AUDIT RECEIVED TARLAC STATE UNIVERSITY By: _____ Date: _____ JUL 10 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 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:

REGLENDOR M. PUNO

Signature over Printed Name of Supplier

July 10, 2026

Date

Very truly yours,

DR. JASPER JAY N. MENDOZA

President

Authorized Official

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA

OIC-Budget Officer

ORS/BURS No. : **02-2026-441-1076-07-2026**

Date of the ORS/BURS: **July 10, 2026**

Amount : **12. m/cw**



BAGONG PILIPINAS

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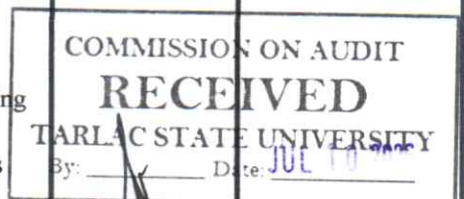
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Signature over Printed Name of Supplier

Date

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