



WORK ORDER

Procurement Unit

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

DELIVERY DUE DATE: 28 JUL 2026

Supplier : **DATA PRINTZ PHOTO PRINTING LABORATORIES**

Address : J & R Bldg., Zamora St., Brgy. San Roque, Tarlac City

TIN : 238-527-996-00000 Non-VAT

Tel. No. : 0925-306-2693

Work Order No.: 2026-117

Date : 05/25/2026

JO No. : 2026-099

Date: 5/14/2026

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 on **Sixty (60) 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 PRINTING AND PHOTOGRAPHY FOR MOVING UP AND GRADUATION Printing and Photography of Laboratory School Moving Up and Graduation on June 4 & 5, 2026 129 Set - Set consist of 1 photograph of graduate receiving the diploma on stage and 1 photograph of graduate holding the diploma. All photographs shall be in 5R size and should be in transparent plastic with name (Estimated number of students). Shall Furnish TSU Business Center with electronic copies of all photograph/images stored in the USB within 60 days after the last of photo session. Note: Must have studio/sub within Tarlac City *Photo Printing and Coverage* *****	10,320.00	10,320.00

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:

Very truly yours,

Valenth C Buay
Signature over Printed Name of Supplier

5/29/26

Date

DR. JASPER JAY N. MENDOZA
President

Authorized Official

Fund Cluster : _____

Funds Available : _____

RYAN R. RONOUILLO, CPA
Budget Officer

ORS/BURS No. : 02-207517-2026-05-0102

Date of the ORS/BURS: 15 MAY 2026

Amount : ¥10320 -