



WORK ORDER

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

DELIVERY DUE DATE: **29 JUL 2026**

Supplier : **HALLOFRAMES PHOTOGRAPHY SERVICES**
Address : **Leticia Bldg., Juan Luna St., Poblacion, Tarlac City**
TIN : **119-413-530-000 Non-VAT**
Tel. No. : **0915-003-8871**

Work Order No.: **2026-160**
Date : **7/17/2026**
JO No. : **2026-151**
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 on/or before **July 29, 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 CERTIFICATE FRAMES OF COMMENDATION Certificate Frames of Commendation to be awarded to the outgoing members of the Administrative Council on July 29, 2026. Specifications: Suitable for 8½ × 11 inches (portrait) certificate paper; design and finish shall conform to the attached sample Quantity: 25 pieces ***** 	15,000.00	15,000.00

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,

Signature over Printed Name of Supplier

DR. JASPER JAY N. MENDOZA

President

Authorized Official

7/17/26

Date

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
OIC-Budget Officer

ORS/BURS No. : **02-20644-2026-07-2424**

Date of the ORS/BURS: **17 JUL 2026**

Amount : **₱ 15,000.00**