



WORK ORDER

Pick-up / COD

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

DELIVERY DUE DATE: Pick up Date: August 31, 2026

Supplier: **OUTER SQUARE AWARD CENTER**
Address: 1733 Ato St. Poblacion, Balwag, Balacan
TIN: 279-072-530-000 Non-VAT
Tel. No.: 0917-516-0022

Work Order No: 2026-179
Date: 8/13/2026
JO No: 2026-169
Date: 7/29/2026
Mode of Procurement: Small Value Procurement (SVP)
Mode of Payment: COD

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work 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 CUSTOMIZED ACADEMIC MACE FOR THE INVESTITURE CEREMONY Customized Academic Mace for the Investiture Ceremony Specifications: Wood Type: Mahogany (kiln dry) Overall Height: 40.50 inches Head Diameter (with Laurel Wreath): 12.90 inches Seal Diameter: 7.50 inches Head Thickness: 2.00 inches Brass Tip/End Cap: 1.00 inch Tip Diameter: 0.60 inch *****	40,000.00	<u>40,000.00</u>

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
By: _____ Date: AUG 19 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:

Jessie M. Vamartinez
JESSIE M. VAMARTINEZ
Signature over Printed Name of Supplier

08-14-2026
Date

Very truly yours,

DR. JASPER JAY N. MENDOZA
President
Authorized Official

Fund Cluster: _____
Funds Available: _____

RYAN R. RONGALLO, CPA
OIC-Budget Officer

ORS/BURS No.: 12. Mendiola - 1000 - 15 - 1000
Date of the ORS/BURS: Aug 13 2026
Amount: 40,000.00



BAGONG PILIPINAS

WORK ORDER

Procurement Unit

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

DELIVERY DUE DATE: Pick-up / Cob

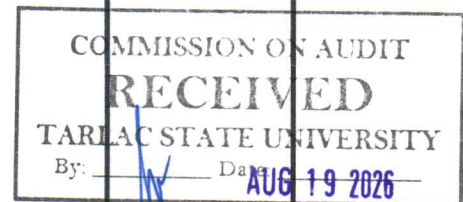
Supplier : **OUTER SQUARE AWARD CENTER**
Address : 1733 Año St., Poblacion, Baliwag, Bulacan
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Conforme:

Very truly yours,

Signature over Printed Name of Supplier

DR. JASPER JAY N. MENDOZA
President

Authorized Official

Date

Fund Cluster : _____
Funds Available : _____

RYAN R. RONQUILLO, CPA
OIC-Budget Officer

ORS/BURS No. : 02-10644-2026-08-1655
Date of the ORS/BURS: Aug 13, 2026
Amount : 40,000.00