



BACANG PILIPINAS

WORK ORDER

Procurement Unit

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

DELIVERY DUE DATE:

11 JUL 2026

Supplier : **ARCALAB CALIBRATION SERVICES CORPORATION**Address : UG-17 City & Land Mega Plaza, ADB Avenue, Ortigas Center, San Antonio, Pasig CityTIN : 008-108-367-000Tel. No. : 0998-864-1680Work Order No.: 2026-116Date : 5/22/2026JO No. : 2026-065Date: 3/12/2026Mode of Procurement : Small Value Procurement (SVP)Mode of Payment : n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work **Thirty (30) 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 EXTERNAL CALIBRATION AND REPAIR SERVICES FOR LABORATORY INSTRUMENTS External Calibration/Repair of Laboratory Instruments • 1 unit pH Meter Quantity: 1; Unit Price: 4,000.00 • 1 unit DO Meter Quantity: 1; Unit Price: 4,500.00 • 1 unit Conductivity Meter Quantity: 1; Unit Price: 4,500.00 Note: 1. Price quoted is per range, per test point or per channel. There will be an additional charge for additional : range, test point or channel, if applicable or whenever an additional range, test point or channel is requested by the client. 2. ARCALAB will calibrate On-Site at TARLAC STATE UNIVERSITY - TSU, Romulo Blvd. San Vicente, Tarlac City, Philippines Tarlac City 3. ARCALAB shall provide one copy of certificate of calibration and a calibration sticker on each instrument calibrated. For additional copies of calibration certificates, an additional charge of P50.00 per page shall be charged. Request for the re-issuance of a Calibration Certificate due to the mistake, error or any act or deed attributable to the client, a fee of P75.00 per page of the Calibration Certificate shall be charged. 4. Terms of Payment: Client shall issue a check payment within Fifteen (15) calendar days from receipt of the Billing Statement in the name of ARCALAB CALIBRATION SERVICES CORPORATION.	13,000.00	<u>13,000.00</u>

COMMISSION ON AUDIT
RECEIVED
DATE: JUN 16 2026
RECEIVED
TARLAC STATE UNIVERSITY



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TIN : **008-108-367-000**

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QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
		5. An additional 25% of the Total Contract Price is charged as <i>rush fee</i> whenever client requests that the calibration work be scheduled to start within three (3) WORKING days upon receipt of the signed Purchase Order or Job Order. 6. Schedule of Calibration work shall be from Monday to Friday. Should the client request that the schedule of calibration work be performed during Saturday, Sunday or Holiday, additional charge of 25% of the Total Contract Price shall be imposed. *****		

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, fortuituos event/s or changes in law, and national government policies.

Conforme:


JESSIEREL B. VENIEGAS

Signature over Printed Name of Supplier

06/11/2026

Date *received email 6/10/26

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. : **02-7644-2024-06-2024**

Date of the ORS/BURS: **Jun 4, 2026**

Amount : **13.00 - 2**



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Conforme:

Very truly yours,

DR. JASPER JAY N. MENDOZA

President

Signature over Printed Name of Supplier

Authorized Official

Date

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
OIC-Budget Officer

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