



# WORK ORDER

**DELIVERY DUE DATE:** 11/4/23

Procurement Unit  
Tel No.: 045-606-8142/ 606-8157

Supplier : **RENZ ALBERT BAGS & SPORTSWEAR**  
Address : San Vicente, Tarlac City  
TIN : 223-392-277-000 Non-VAT  
Tel. No. : 0908-883-8540

Work Order No.: 2023-205  
Date : 10/3/2023  
JO No. : 2023-224  
Date : 9/5/2023  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **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	<b>LABOR AND MATERIALS: PRINTING OF OFFICIAL SHIRT SERVICES</b> Official Shirt for "National Teacher's Day 2023 @TSU Gymnasium 1200 pcs Customized Shirts Sizes: XS - 26 pcs, Small - 113 pcs, Medium 371 pcs, Large 425 pcs, XL 181 pcs, 2XL 58 pcs, 3XL 21 pcs, 4XL 1 pc, 5XL 3 pcs, and 6XL 1 pc Shirt Color: Dark Green Collar Color: Golden Yellow Shirt Design/Print Color: Powder Blue TSU Logo Color: Maroon, White and Golden Yellow Quote at the back: Golden Yellow and White (National Teacher's Month 2023) Type of Shirt: Honeycomb Lacoste - Full Sublimation Print 2 weeks allowance *****	588,000.00	<b>588,000.00</b>

RECEIVED  
DATE: OCT 05 2023

(Please read carefully at the back hereof)

Charge to: 02-101101  
ROA No.: 2023-10-0986  
CONFORME & RECEIVE COPY :

[Signature] 10/5/23  
**RENZ ALBERT BAGS & SPORTSWEAR**  
Firm/Dealer/Supplier/Contractor

FUNDS AVAILABLE: [Signature]  
**JASPER A. YAUDER, CPA**  
Budget Officer

Date: \_\_\_\_\_  
Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_

APPROVED: [Signature]  
**DR. GRACEN. ROSETE**  
Vice President for Administration  
Authorized Official [Signature]