



# WORK ORDER

**DELIVERY DUE DATE:** September 19-20, 2024

Procurement Unit  
Tel No.: 045-606-8142

Supplier : **HAPPY ORCHIDS FLOWER SHOP & GARDEN**  
Address : Venturanza Avenue, San Sebastian Village, Tarlac City, Tarlac  
TIN : 176-834-823-000 Non-VAT  
Tel. No. : (045) 982 3916 / 982-3767

Work Order No.: 2024-287  
Date : 9/5/2024  
JO No. : 2024-319  
Date : 8/13/2024  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **September 19-20, 2024** 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	<p><b>LABOR AND MATERIALS: FLOWER ARRANGEMENT SERVICES</b></p> <p>Flower Arrangement for the Baccalaureate Services on September 19, 2024 at TSU Gymnasium and 35th Commencement Exercises on September 20, 2024 at the TSU Gymnasium.</p> <p>-Fresh Flower Arrangement for Stage (Sept. 19 and 20, 2024) -2 pcs LEI (fresh flowers) for the Guest Speaker (Sept. 19 and 20, 2024)</p> <p>Note:one basket fresh flower and one basket-asstd. pineapple Juice, Coffee, Sugar, and Cream for the Offertory during Baccalaureate Mass and 2 posy pad flower arrange at the stage during the mass on September 19, 2024 at 7:00am.</p> <p>*****</p>	16,000.00	<b><u>16,000.00</u></b>

(Please read carefully at the back hereof)

Charge to: 07-706491  
ROA No.: 2024-DA-1908  
CONFORME & RECEIVE COPY:

**HAPPY ORCHIDS FLOWER SHOP & GARDEN**

Firm/Dealer/Supplier/Contractor

9/10/24  
Date

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



FUNDS AVAILABLE:

JASPER A. YAUDER, CPA

Budget Officer

APPROVED:

DR. ARNOLD E. VELASCO

President

Authorized Official