WORK ORDER

Procurement Unit
Telephone Nos. (045) 606-8110 local 157/142

DELIVERY DUE DATE: 02 OCT 2026

Supplier: **BPRB EVENTS MANAGEMENT SERVICES**	Work Order No. 2026-201
Address: Sitio Tarican, Brgy. Matatalab, Tarlac City	Date: 9/11/2026
TIN: 448-423-705-00000 Non-VAT	RO No. 2026-201
Tel. No. (906-961-2739	Date: 8/22/2026
	Mode of Procurement: Small Value Procurement (SVP)
	Mode of Payment: n/a

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **October 2, 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 VIDEO AND PHOTO PRODUCTION SERVICES FOR THE TSU INVESTITURE** Video and Photo Production Team for the Investiture of TSU President Jasper Jay N. Mendoza, PhD, DDM Date of Event: October 2, 2026 at 1:30 PM Place of Event/Location: Bufwagang Kanlabi, Tarlac City SDE Video and Audio Details • SDE must be at least seven (7) minutes long • SDE video highlights must be played during the latter part of the investiture program • Video must be at least rendered 1080p Full HD (1920x1080) at 30 or 60 frames per second • Audio Format: AAC or Stereo LPCM at 48kHz / 24-bit for clear dialogue and music • File format: MP4 using the H.264 codec **A soft copy of the SDE video must also be sent to the TSU Office of Public Affairs at opa@tsu.edu.ph **Photo Details:** • File format: high-resolution JPEG • Resolution: minimum of 300 DPI • Color Grading: colored images matching the event's theme • Minimum of 200 photos for final output ** Soft copies of the event photos must be sent to the TSU Office of Public Affairs at opa@tsu.edu.ph **********	25,000.00	25,000.00

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
By: _____ Date: SEP 15 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:

Dave Ben Peralta
Signature over Printed Name of Supplier

Sept. 11, 2026
Date

*Received 9/14/26 Monday

Very truly yours,

DR. JASPER JAY N. MENDOZA
President
Authorized Official

SEP 11 2026

WORK ORDER

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

DELIVERY DUE DATE: 02 OCT 2026

Supplier : **BPRB EVENTS MANAGEMENT SERVICES**	Work Order No.: 2026-201
Address : Sitio Tarican, Brgy. Matatalaib, Tarlac City	Date : 9/11/2026
TIN : 440-423-705-00000 Non-VAT	JO No. : 2026-201
Tel. No. : 0906-961-2730	Date: 8/27/2026
	Mode of Procurement : Small Value Procurement (SVP)
	Mode of Payment : n/30

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **October 2, 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

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Conforme:

_____
Signature over Printed Name of Supplier

_____
Date

Very truly yours,

DR. JASPER JAY N. MENDOZA
President

_____
Authorized Official

SEP 11 2026

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
OIC-Budget Officer

ORS/BURS No. : 02-206441-2026-09-2922

Date of the ORS/BURS: 11 SEPT 2026

Amount : ₱ 25000-