# WORK ORDER

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

**DELIVERY DUE DATE:** 15 OCT 2026

| | |
|---|---|
| Supplier : **BPRB EVENTS MANAGEMENT SERVICES** | Work Order No.: 2026-234 |
| Address : Sitio Tarican, Brgy. Matatalaib, Tarlac City | Date : 10/1/2026 |
| TIN : 440-423-705-00000 Non-VAT | JO No. : 2026-225 |
| Tel. No. : 0906-961-2730 | Date: 9/16/2026 |
| | 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 15, 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 ENTRANCE ARCH RENTAL AND LED LIGHTS FOR BACKDROP AND DESIGN FOR SERVICE AWARDS 2026**<br><br>Entrance Arch, Rental and Arrangement, with LED Lights for Backdrop and Design for Service Awards 2026<br>Date: October 15, 2026<br>Time: 1:00PM<br>Venue: TSU Gymnasium.<br><br>Specifications:<br>Height: 7.5–9 feet<br>Width: 6–7 feet<br>LED lights for backdrop and design<br>Design/Theme: to be coordinated with the End-User<br>Includes delivery, installation, arrangement, and dismantling after the event.<br>*Strip Lights*<br>********** | 17,000.00 | 17,000.00 |

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
By: _____ Date OCT 01 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, fortuituos event/s or changes in law, and national government policies.*

Conforme:

Don Bien Peralta
Signature over Printed Name of Supplier

Oct. 01, 2026
Date

Very truly yours,

DR. JASPER JAY N. MENDOZA
President
Authorized Official

**Fund Cluster :** _____

**Funds Available :** _____

RYAN R. RONQUILLO, CPA
Budget Officer

**ORS/BURS No. :** 02-10-2026-10-5160

**Date of the ORS/BURS:** Oct 1, 2026

**Amount :** 17,000.00