ASAP

WORK ORDER

BAGONG PILIPINAS

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

DELIVERY DUE DATE: 10 NOV 2026

Supplier : **DATA PRINTZ PHOTO PRINTING LABORATORIES**	Work Order No.: 2026-200
Address : J & R Bldg., Zamora St., Brgy. San Roque, Tarlac City	Date : 9/11/2026
TIN : 238-527-996-00000 Non-VAT	JO No. : 2026-203
Tel. No. : 0925-306-2693	Date: 8/28/2026
	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 **Sixty (60) 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 PRINTING AND PHOTOGRAPHY SERVICES FOR GRADUATION** Printing and Photography Services for Graduation Quantity: 400 Sets Tentative Date: September 25, 2026 Set: 2 photographs per graduate: • 1 photograph receiving the diploma on stage • 1 photograph holding the diploma Photo Size: 5R Packaging: Transparent plastic with graduate's name Electronic Copies: All photographs/images shall be furnished to the TSU Business Center in USB storage within 60 days after the last photo session. **Requirement: Supplier must have a studio/sub-studio within Tarlac City.** **********	40,000.00	**40,000.00**

COMMISSION ON AUDIT
RECEIVED
TARLAC STATE UNIVERSITY
By: _____ Date SEP 11 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:

Adrian P Ojeda
Signature over Printed Name of Supplier

9-11-26
Date

Very truly yours,

DR. JASPER JAY N. MENDOZA
President
Authorized Official

SEP 11 2026

Fund Cluster : _____

Funds Available : _____

RYAN R. RONQUILLO, CPA
Budget Officer

ORS/BURS No. : 02-207512-2026-09-0172

Date of the ORS/BURS: 11 SEPT 2026

Amount : ₱40000-