



WORK ORDER

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

DELIVERY DUE DATE: 17 MAR 2026

Supplier : A.C. MENDOZA PRINTING COMPANY INC.
Address : San Sebastian Village Phase 3, Tarlac City
TIN : 007-290-469-000 VAT REG.
Tel. No. : (045) 982-1862/0917-514-9955

Work Order No.: 2026-039
Date : 2/18/2026
JO No. : 2025-328
Date: 12/17/2025
Mode of Procurement : Small Value Procurement (SVP)
Mode of Payment : n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Twenty (20) 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 SERVICES FOR THE BROWSER'S FLASH ISSUE The Browser's Flash Issue 55 copies Size: A4, 3 pages Type of Paper: Glossy Type of Print: Colored *****	8,250.00	<u>8,250.00</u>

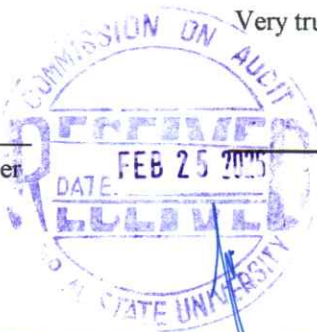
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s. Contract may be terminated in whole or in part, at anytime for the convenience of the Government upon thirty (30) 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:

Signature over Printed Name of Supplier

02-25-2026

Date



Very truly yours,

DR. ARNOLD E. VELASCO
President

Authorized Official

FEB 25 2026

Fund Cluster : _____

Funds Available : _____

JASPER A. YAUDER, CPA
Budget Officer

ORS/BURS No. : 02-306441-2026-02-0859

Date of the ORS/BURS: Feb 14, 2026

Amount : 8,250.00