



# WORK ORDER

**DELIVERY DUE DATE:** 7/23/2023

Procurement Unit  
Tel No.: 045-606-8142/ 606-8157

Supplier : **A-LINE TRENDSETTERS RENTALS & SERVICES**  
Address : **#326 Rizal St., Paraiso, Tarlac City**  
TIN : **209-157-847-000 Non-VAT**  
Tel. No. : **0919-385-6124**

Work Order No.: **2023-134**  
Date : **7/7/2023**  
JO No. : **2023-148**  
Date : **6/20/2023**  
Mode of Procurement: **Small Value**  
Mode of Payment: **n/30**

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Ten (10)** 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	<b>RENTAL SERVICES: GRADUATION TOGA, 67 sets of graduation toga (color white gown and cap with tassel) (Laboratory school grade 12 senior high)</b> *****	10,050.00	<b><u>10,050.00</u></b>

Charge to: **02-207512**  
ROA No. : **2023-07-0097**  
CONFORME & RECEIVE COPY :

(Please read carefully at the back hereof)

COMMISSION ON AUDIT - TSU  
**RECEIVED**  
JUL 13 2023

*[Signature]* 7/13/23  
**A-LINE TRENDSETTERS RENTALS & SERVICES**  
Firm/Dealer/Supplier/Contractor

**FUNDS AVAILABLE:**  
*[Signature]*  
**JASPER A. YAUDER, CPA**  
Budget Officer

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

**APPROVED:**  
*[Signature]*  
**DR. GRACE N. ROSETE**  
Vice President for Administration  
Authorized Official *[Signature]*