



# WORK ORDER

**DELIVERY DUE DATE:** April 3-4, 2025

Procurement Unit

Tel No.: 045-606-8110 local 157/142

Supplier : **RODOLFO MANUEL'S HAPAGKAINAN**  
Address : Tarlac McArthur Highway San Roque Tarlac City  
TIN : 266-209-213-000  
Tel. No. : 0951 957 0576/0912 101 4489

Work Order No.: 2025-074  
Date : 4/3/2025  
JO No. : 2025-057  
Date : 3/21/2025  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **April 3-4, 2025** 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>LABOR AND MATERIALS: CATERING SERVICES</b>  Catering for Orientation for Newly Designated Document Control Coordinators (ADCC) and Refresher Course for Previously Designated Document Control Coordinators (DCC) Orientation on Applicable Legal & Documentary Requirements on RA 11032 (EODB) and ARTA Memorandum Circulars on April 3-4, 2025 at Engineering AVR.  <b>MENU FOR APRIL 3 (111 PAX)</b> AM SNACKS: Monte cristo sandwich and coffee/milo LUNCH: Pork Kare-kare and shanghai/rice/banana/softdrinks PM SNACKS: palabok with bbq and softdrinks  <b>MENU FOR APRIL 4 (54 PAX)</b> AM SNACKS: baked mac and coffee/milo LUNCH: Buttered vegetable and fish fillet/rice/softdrinks PM SNACKS: pancit with shanghai/softdrinks  *****	49,000.00	<b><u>49,000.00</u></b>



(Please read carefully at the back hereof)

Charge to: 02-101101  
ROA No.: 1015-09-0401  
CONFORME & RECEIVE COPY :

**RODOLFO MANUEL'S HAPAGKAINAN**

Firm/Dealer/Supplier/Contractor

4-3-25

Date

Bank Account Name: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

**FUNDS AVAILABLE:**

JASPER A. YAUDER, CPA

Budget Officer

**APPROVED:**

DR. ARNOLD E. VELASCO

President 2

Authorized Official