



WORK ORDER

DELIVERY DUE DATE: 22 JUN 2024

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

Supplier : **SD LEAL GRAPHICS**
Address : **2195 F YSL Bldg. Leveriza St., Brgy. 29, Pasay City**
TIN : **165-075-259-000**
Tel. No. : **0995-482-1560**

Work Order No.: **2024-158**
Date : **5/23/2024**
JO No. : **2024-125**
Date : **04/03/2024**
Mode of Procurement: **Small Value**
Mode of Payment: **n/15**

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **Fifteen (15)** 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	LABOR AND MATERIALS: PRINTING SERVICES Printing for The Work's Literary Folio 1500 copies - 128 pages of Literary Folio, Size: OBRA A5 Full Colors, Hard Cover and Back (Binded) Glossy Paper Warranty: 60 days *****	131,550.00	131,550.00

(Please read carefully at the back hereof)

Charge to: **02-20644/**
ROA No.: **2024-05-1761**
CONFORME & RECEIVE COPY:

Salcedo P. Leal
SD LEAL GRAPHICS
Firm/Dealer/Supplier/Contractor
Date: **June 7, 2024**



FUNDS AVAILABLE:
Jasper A. Yauder
JASPER A. YAUDER, CPA
Budget Officer

Bank Account Name: **SD Leal Graphics**
Bank Account Number: **1701-0276-00**
Bank Name: **Landbank of the Philippines**
Bank Address: **LB P - OWWA Branch
F B Harmon St. Pasay City**

APPROVED: *Dr. Arnold E. Velasco*
DR. ARNOLD E. VELASCO
President
Authorized Official



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(Please read carefully at the back hereof)

Charge to: 02-20044/
ROA No.: 2024-05-1791
CONFORME & RECEIVE COPY :

SD LEAL GRAPHICS
Firm/Dealer/Supplier/Contractor

Date

Bank Account Name: _____
Bank Account Number: _____
Bank Name: _____
Bank Address: _____



FUNDS AVAILABLE:

JASPER A. VAUDER, CPA
Budget Officer

APPROVED:

DR. ARNOLD E. VELASCO
President
Authorized Official