



# WORK ORDER

**DELIVERY DUE DATE: 11-25-22**

Procurement Unit  
Tel No.: 045-606-8142

Supplier : **HAPPY SERVE TRAVEL AND TOURS**  
Address : San Vicente, Tarlac City  
TIN :  
Tel. No. : 0917-582-0148

Work Order No.: 2022-203  
Date : 11/24/2022  
JO No. : 2022-262  
Date : 11/23/2022  
Mode of Procurement: Small Value  
Mode of Payment: n/10

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work on **November 25, 2022** 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 - AUTOMOTIVE</b> Rental of Two (2) Vehicle (Aircon Van) to be used for the Meeting of the Board of Regents at NEDA RO3, Maimpis, Pampanga (from TSU to Neda and Vise-versa) Nov. 25, 2022 *****	13,200.00	<b><u>13,200.00</u></b>

(Please read carefully at the back hereof)

Charge to:  
ROA No. :  
CONFORME & RECEIVE COPY :

11/25/22  
**HAPPY SERVE TRAVEL AND TOURS**  
Firm/Dealer/Supplier/Contractor

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

COMMISSION ON AUDIT - TSU  
**RECEIVED**  
NOV 29 2022

FUNDS AVAILABLE:

JASPER A. YAUDER, CPA  
Budget Officer

APPROVED: DR. GRACE N. ROSETE  
Vice President for Administration  
Authorized Official