



# WORK ORDER

DELIVERY DUE DATE: 03 OCT 2024

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

Supplier : **ARCALAB CALIBRATION SERVICES CORPORATION**  
Address : UG-17 City & Land Mega Plaza, ADB Avenue, Ortigas Center, San Antonio, Pasig City  
TIN : 008-108-367-000  
Tel. No. : 0998-864-1680

Work Order No.: 2024-270  
Date : 8/20/2024  
JO No. : 2024-292  
Date : 7/17/2024  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Thirty (30)** 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>LABOR AND MATERIALS: EXTERNAL CALIBRATION SERVICES OF LABORATORY INSTRUMENT</b> 1 unit Analytical Balance (max capacity is 220g) ✓ 1 unit Top Loading Balance (max capacity is 610g) ✓ *****	5,000.00 ✓	<u>5,000.00</u> ✓

(Please read carefully at the back hereof)

Charge to: 07-26241  
ROA No.: 2024-08-1234  
CONFORME & RECEIVE COPY:

JESSIE P. VENIEGAS

**ARCALAB CALIBRATION SERVICES CORPORATION**

Firm/Dealer/Supplier/Contractor

SEPTEMBER 03 2024

Date

Bank Account Name: ARCALAB CALIBRATION SERVICES CORPORATION

Bank Account Number: 3341-0224-51

Bank Name: LANDBANK

Bank Address: DECS, MERALCO AVE.-DepEd



FUNDS AVAILABLE:

JASPER A. YAUDER, CPA

Budget Officer

APPROVED:

DR. ARNOLDE VELASCO

President

Authorized Official



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(Please read carefully at the back hereof)

Charge to: 07-2024/1  
ROA No.: 24-08-2776  
CONFORME & RECEIVE COPY :

**ARCALAB CALIBRATION SERVICES CORPORATION**  
Firm/Dealer/Supplier/Contractor

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  
Authorized Official