



Department of the Philippines
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
 STII Building, DOST Complex, Bicutan, Taguig City
 Telephone No. 837-2191 to 95; Fax No. 837-7521

FR-FAD-PS No. 015
 (rev.00 10/7/2015)

WORK ORDER

Work Order No. 02-2017 /
 Date : 27 January 2017 /
 PR No. : _____

SCRIBBLEMARK, INC
 1149 National Road,
 Looc Cardona, Rizal
 Tel. No. 0920-9560208

Gentlemen:

In accordance with existing regulations you are hereby authorized to undertake the work indicated below:

Item No.	Qty.	Unit	Description of Work	Unit Price	TOTAL
1.	82	Pcs.	Collared T-shirt with print Color: royal blue Charge to Regular Fund – FAD.	Php 300.00	Php 24,600.00 vvvvvvvvvvvv TWENTY-FOUR THOUSAND SIX HUNDRED PESOS ONLY.

In case of failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one percent for every day of delay shall be imposed.

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Funds Available ₱ 24,600
 Fund 02-101 -2017 -02- 0105
 Function/Project _____

Recommending Approval:

ARLENE E. CENTENO
 FAD Chief

CECILLE ROSE B. RAMOS
 Accountant III

APPROVED:
RICHARD P. BURGOS
 Director

Work Order Received :
 By: _____ Date: _____

NOTE: SEE TERMS AND CONDITIONS AT THE BACK.