

**JOB ORDER**

(Non-Inventoriable items)  
OFFICE/DEPARTMENT: PRO 1

Supplier: **GAD AIRCON AND REFRIGERATION SERVICES**  
Address: **Poblacion Norte, Sta. Maria, Ilocos Sur**  
Tel.Fax No.: **0916-4945573**  
Supplier Registered with: **252-977-179-000 NV**

Work Order No.: 23\_55

Date: 10/02/2023

|                      |  |
|----------------------|--|
| Terms of Payment:    | Charge   |
| Mode of Procurement: | Negotiated Procurement-<br>Small Value Procurement |

Please deliver to this office within 1 week from receipt hereof the following:

| NO. | QTY | UNIT  | ITEM DESCRIPTION  | UNIT PRICE                | TOTAL AMOUNT     |
|-----|-----|-------|---|---------------------------|------------------|
|     | 5   | units | General Cleaning of Floor Mounted   | 1,800.00                  | 9,000.00         |
|     | 1   | unit  | General Cleaning of Wall Mounted  | 1,700.00                  | 1,700.00         |
|     | 1   | unit  | Repair of Wall Mounted  | 1,200.00                  | 1,200.00         |
|     | 4   | units | Freon Charging  | 1,625.00                  | 6,500.00         |
|     | 1   | unit  | Koppel Repair Board   | 7,800.00                  | 7,800.00         |
|     | 1   | unit  | Koppel Change Bearing   | 2,800.00                  | 2,800.00         |
|     |     |       | XXXXXXXXXXXX Nothing Follows XXXXXXXXXXXXXXXXXXXX   | <b>TOTAL</b>              | <b>29,000.00</b> |
|     |     |       | <b>Less: TAX</b>  |                           |                  |
|     |     |       | NVAT (3%)   |                           | 870.00           |
|     |     |       | EWT (2%)  |                           | 580.00           |
|     |     |       | PR No. 23-0920-0273 (3021305001)  |                           |                  |
|     |     |       | PURPOSE: For the Repair & Maintenance of Aircondition units of LHIO Ilocos Sur and PSO Candon | <b>TOTAL - Net of Tax</b> | <b>27,550.00</b> |

**Terms & Conditions:**

1. The agency shall impose an amount equivalent to 1/100 one (1%) percent of the total value of undelivered order for each day of delay as liquidated damages.
2. If the date of receipt of the Job Order (J.O.) by the dealer is not indicated, it shall be deemed received on the day it was acknowledged to have been received by a representative either through fax or e-mail.
3. Delivery of the above item/s shall be made within the prescribed schedule dates. Suppliers are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall be from 9:00AM to 11:30AM and 1:30PM to 3:00PM during Mon/Wed/Fri (MWF).
4. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
5. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery.
6. In case of series of layout/design presented by the supplier does not satisfy the end-user, the Corporation has the right to cancel the Job Order (J.O.).
7. Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report.

Very truly yours,

CYNTHIA S. SANTOS  
Division Chief IV / MSD Chief

Certified Budget Available: Funds Available in the amount of: 34,000

JOSE A. MONES  
Fiscal Controller III

EDWARD Q. ESPIRITU  
FC IV / FMS Chief

With in the COB:

Expense Code: 5021306001 10610

Budget: \$29,000.00

Remarks: 1 H<sub>2</sub>O-N<sup>+</sup>

ALBERT C. ~~MEGRACIA~~

Received from the U.S. Coast Guard, 100000

10/10/23

Date \_\_\_\_\_

APPROVED:

DENNIS B. ADRE

Regional Vice President, PRO1

OCT 02 2023

Conforme

~~ALBERT C. DOGIBACH~~

Signature over Printed Name  
of Supplier/ Representative

COMMISSION ON AUDIT  
AUDIT TEAM R1-04 (PHIC Group)

OCT 11 2023

RECEIVED BY: