

Stamp: JUL 20 2023  
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**PURCHASE ORDER**

Supplier: **SOLCHAGA ENTERPRISES** P.O. # **023-07-116**  
 Address: B46 L22 SHV Main Road, Soldiers Hills, Brgy. Putatan, Muntinlupa City Date: July 20, 2023  
 TIN: 227-532-451-000 Mode of Procurement:  
 Account No.: 316-000-7175 Bank: BPI - Alabang, Muntinlupa City Negotiated Procurement - Small Value Procurement 53.9  
 Telephone: 0917-3006071 Email: jbsiam@yahoo.com

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **OFFICE OF THE SOLICITOR GENERAL** Delivery Term: w/in 30 days upon receipt of P.O.  
 Date of Delivery: Payment Term: w/in 30 days upon final acceptance  
 Bank to Bank

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	<p><b>Diagnosis, Supply of Labor and Materials for the Repair of 7.5TR Floor Mounted Aircon located at Reyes Division of Office of the Solicitor General, Inclusive of VAT, and other charges:</b></p> <p><i>Initial Diagnosis:</i></p> <ul style="list-style-type: none"> <li>a. For Repair and Replacement of Expansion Valve</li> <li>b. For Reprocess of Mechanical System</li> </ul> <p><i>Model: Koppel KPC-901V0B</i>  <i>Serial No. AM323137</i></p> <p><i>Scope of Work:</i></p> <ul style="list-style-type: none"> <li>1. Mobilization;</li> <li>2. Dismantling of parts, if necessary;</li> <li>3. Replacement and Installation of defective parts such as contractor, expansion valve, and other parts if necessary;</li> <li>4. Flushing, vacuuming, and testing of replaced parts;</li> <li>5. Refill/Charge of Refrigerant;</li> <li>6. Demobilization;</li> <li>7. Site cleaning and hauling of waste.</li> </ul> <p><i>Note: No Compressor Replacement</i></p> <p><i>Other Requirements:</i>                      Supplier must conduct a full inspection on the Defective Aircon Unit. If other parts (aside from parts already stated) is in need of replacement or any additional works should be done, supplier must report the authorized representative of end-user as recommendation.</p> <p><i>Note: All materials, tools and equipment is provided by the supplier. All parts to be replaced must be compatible to the model of aircon. Supplier is also responsible for permits, and licenses, if necessary or required. Aircon waste materials/defective parts are to be surrendered to OSG.</i></p> <p><i>Warranty: 1 year on parts and 3 months on repair</i></p> <p><i>Delivery Period:</i>                      The Contractor has one to two days (preferably, Saturdays, Sundays, and Holidays) to complete the score of work or shall be done after office hours only (during working days).</p>	1	Php 35,000.00	Php 35,000.00

Total Amount in Words: **Thirty Five Thousand Pesos Only** Php **35,000.00**

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.

Conforme: Mark Adrian Parolava  
 (Signature over printed name)  
7-22-2023  
 (Date)

Very truly yours,  
JESSICA L. CASTRO  
 CAO, Administrative Division

EDITHA R. BUENDIA  
 Director IV, HRMAS

Funds Available: ALOBS: 02-101101-2023-440  
 Amount: 75,000.-  
ARIEL J. UBINA  
 Chief Accountant