



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2310125**

Purchase Order Date: **NOV 21 2023**

Procuring Unit	: CITY GENERAL SERVICES DEPARTMENT	Project Number	:CGSD-23-GRMS-1490
Company Name	: ASTRAN MARKETING & GEN. CONTRACTOR, INC.	Mode of Procurement	:Public Bidding
Address	: Unit 1407 Suntrust Capitol Plaza, Matalino Street, Barangay Central, Quezon City	Resolution No.	:23-PB-739
Business Type	: Corporation Registration #CS200818268	TIN Number	:007-185-546-000
		Contact Number	:8931-9528

Sir/Madam:

Please furnish this office the following articles subject to the terms and conditions contained here

Place of Delivery : Upon end-user's instruction subject to proper coordination with CGSD

Delivery Schedule Upon issuance of Notice to Proceed until December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
1	REPAIR OF DEFECTIVE AIR CONDITIONING UNITS WITHIN VARIOUS QUEZON CITY HALL COMPOUND BUILDINGS Scope of work for the repair of defective air conditioning units at various buildings within the Quezon City Hall Compound shall include but not be limited to the following: 1. Proper coordination with involved offices, security personnel and the City General Services Department. 2. Conduct pre-inspection of the defective units. All defective spare parts should be validated defective by an authorized representative of City General Services Department. 3. All repair activities of defective units should be monitored and assisted by CGSD authorized representative. 4. Dismantling of the defective spare parts of the specified units. 5. Installation of brand-new spare parts for replacement. 6. Reinstallation of all spare parts dismantled. 7. Test run and observe the repaired unit. 8. Recheck operating pressure of the system, check refrigerant charge, recharging of freon if necessary. 9. General housekeeping after servicing of units. 10. Reprocessing of system if necessary. 11. Reprogramming of system if necessary. 12. The contractor shall submit service reports stating the status of all air conditioning units. 13. All repaired units should be attached a heavy-duty sticker, indicating the serial number, model number, date of repair, contractor, replaced spare parts and troubleshooting activities done. 14. All spare parts found to be defective upon the timeline of the repair shall be replaced or repaired by the contractor.	Lot	1	2,446,418.70	2,446,418.70

MA. JOSEFINA G. BELMONTE
City Mayor

MARIA MAGDALENA ROMERO 11/23/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : M. 2023-11-15/12

Approved Budget for the Contract : 2,447,500.00



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2310125**

Purchase Order Date: **NOV 21 2023**

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Project Number : CGSD-23-GRMS-1490
Company Name : ASTRAN MARKETING & GEN. CONTRACTOR, INC.
Mode of Procurement : Public Bidding
Address : Unit 1407 Suntrust Capitol Plaza, Matalino Street, Barangay Central, Quezon City
Resolution No. : 23-PB-739
Business Type : Corporation Registration #CS200818268
TIN Number : 007-185-546-000
Contact Number : 8931-9528

Sir/Madam:

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Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	15. All units for repair shall be operating in standard conditions. 16. Supply and delivery of refrigerant R410A. 17. All tools and equipment of the contractor shall be safe keep outside the building premises, specifically the prohibited building facilities room. AREA OF COVERAGE Building 1. Civic Center Building E 2. Community Center 3. NGO Building 4. DPOS Building CIVIC CENTER BUILDING E Ground Floor · Main board, Samsung outdoor, Outdoor, AM1205XVAFH-B12P3GMG60014X,AM1405XVAFH -B12P3GGM6003W · Inverter board, Samsung outdoor, Outdoor, AM1205XVAFH-B12P3GMG60014X,AM1405XVAFH -B12P3GGM6003W · Leak testing, Samsung system, Outdoor, AM1205XVAFH-B12P3GMG60014X,AM1405XVAFH -B12P3GGM6003W · Reprocessing, Samsung system, Outdoor, AM1205XVAFH-B12P3GMG60014X,AM1405XVAFH -B12P3GGM6003W · Reprogramming, Samsung system, Outdoor, AM1205XVAFH-B12P3GMG60014X,AM1405XVAFH -B12P3GGM6003W 5th Floor · Main board, Samsung outdoor, Outdoor , AM1205XVAFH-B517P3GM600035F · Inverter board, Samsung outdoor, Outdoor, AM1205XVAFH-B517P3GM600035F				

MA. JOSEFINA G. BELMONTE
City Mayor

MARIA MAGDALETA ROMERO 11/23/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : m- 242m- 12 11872

Approved Budget for the Contract : 2,447,500.00



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TIN Number :007-185-546-000
Contact Number :8931-9528

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Delivery Schedule Upon issuance of Notice to Proceed until December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<ul style="list-style-type: none">Indoor board, Samsung indoor, Ceiling cassette, AMO36FN4DCH/AA-Y7K9PAG400025ALeak testing, Samsung system, Outdoor, AM1205XVAFH-B517P3GM600035F, AM1205XVAFH- B517P3GM600035FReprocessing, Samsung system, Outdoor, AM1205XVAFH-B517P3GM600035F, AM1205XVAFH- B517P3GM600035FReprogramming, Samsung system, Outdoor, AM1205XVAFH-B517P3GM600035F, AM1205XVAFH- B517P3GM600035F COMMUNITY CENTER BUILDING Ground Floor <ul style="list-style-type: none">Drain pump, Samsung indoor, Ceiling cassette, AMO56FN4DCH/ MG-B2E1P3HM900020ZSensor, Samsung indoor, Ceiling cassette, AMO56FN4DCH/ MG-B2E1P3HM900020Z 2nd Floor <ul style="list-style-type: none">Drain pump, Samsung indoor, Ceiling cassette, AMO48NN4DCH/ AA-OT7ZPAGMB00205TSensor, Samsung indoor, Ceiling cassette, AMO48NN4DCH/ AA-OT7ZPAGMB00205T 3rd Floor <ul style="list-style-type: none">Main board, Samsung outdoor, Outdoor , AM200JXVAFH/ AZ-B517P36N700005PLeak testing, Samsung system, System, AM200JXVAFH/ AZ-B517P36N700005P, AM180JXVAFH/ AZ- B50YP36N400015M, AM140JXVAFH/ AZ- B513P3GMB00012BReprocessing, Samsung system, System, AM200JXVAFH/ AZ-B517P36N700005P, AM180JXVAFH/ AZ- B50YP36N400015M, AM140JXVAFH/ AZ- B513P3GMB00012B				

MA. JOSEFINA G. BELMONTE
City Mayor

MARIA MARGARETA PUNERO 11/23/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : M. 227- 12/18/22

Approved Budget for the Contract : 2,447,500.00



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2310125**

Purchase Order Date: **NOV 21 2023**

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Company Name : ASTRAN MARKETING & GEN. CONTRACTOR, INC.
Address : Unit 1407 Suntrust Capitol Plaza, Matalino Street, Barangay Central, Quezon City
Business Type : Corporation Registration #CS200818268
Project Number : CGSD-23-GRMS-1490
Mode of Procurement : Public Bidding
Resolution No. : 23-PB-739
TIN Number : 007-185-546-000
Contact Number : 8931-9528

Sir/Madam:

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Place of Delivery : Upon end-user's instruction subject to proper coordination with CGSD

Delivery Schedule

Upon issuance of Notice to Proceed until December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Reprogramming, Samsung system, System, AM200JXVAFH/ AZ- B517P36N700005P, AM180JXVAFH/ AZ- B50YP36N400015M, AM140JXVAFH/ AZ- B513P3GMB00012B NGO BUILDING Ground Floor Indoor board, Hitachi indoor, Ceiling cassette, RC-3.0FSN1Q-QCB38X2Q0001 Electronic Expansion Valve, Hitachi indoor, Ceiling cassette, RC-3.0FSN1Q-QCB38X2Q0001 Drain pump, Hitachi indoor, Ceiling cassette, RC-3.0FSN1Q-QCB38X2Q0001 Leak testing, Hitachi outdoor, System, N/A-N/A Reprocessing, Hitachi system, N/A-N/A Reprogramming, Hitachi system, N/A-N/A Indoor board, Hitachi indoor, Ceiling cassette, RC-3.5FSN1Q-QCB38X2Q0002 Electronic Expansion Valve, Hitachi indoor, Ceiling cassette, RC-3.5FSN1Q-QCB38X2Q0002 Drain pump, Hitachi indoor, Ceiling cassette, RC-3.5FSN1Q-QCB38X2Q0002 Leak testing, Hitachi outdoor, Outdoor, N/A-N/A Reprocessing, Hitachi system, N/A, N/A-N/A Reprogramming, Hitachi system, N/A, N/A-N/A 2nd Floor Compressor, Hitachi outdoor, Outdoor, RAM-12MQ-1700038 IPM Module, Hitachi outdoor, Outdoor, RAM-12MQ-1700038 Diode, Hitachi outdoor, Outdoor, RAM-12MQ-1700038				

MA. JOSEFINA G. BELMONTE
City Mayor

MARIA MAGALINA ROMERO 11/23/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 100-2021-11-11832

Approved Budget for the Contract : 2,447,500.00



Republic of the Philippines
PROCUREMENT DEPARTMENT
Quezon City Government



PO Number **2310125**

Purchase Order Date: **NOV 21 2023**

Procuring Unit : CITY GENERAL SERVICES DEPARTMENT
Project Number :CGSD-23-GRMS-1490
Company Name : ASTRAN MARKETING & GEN. CONTRACTOR, INC.
Mode of Procurement :Public Bidding
Address : Unit 1407 Suntrust Capitol Plaza, Matalino Street, Barangay Central, Quezon City
Resolution No. :23-PB-739
Business Type : Corporation Registration #CS200818268
TIN Number :007-185-546-000
Contact Number :8931-9528

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Delivery Schedule Upon issuance of Notice to Proceed until December 31, 2023

Payment Term : Credit

Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Leak testing, Hitachi outdoor, Outdoor, N/A-N/A Reprocessing, Hitachi system, N/A, N/A-N/A Reprogramming, Hitachi system, N/A, N/A-N/A 3rd Floor Indoor board, Hitachi indoor, Ceiling cassette, RC-5.0FSN1Q-QCB40X3P0234 Fan motor, Hitachi indoor, Ceiling cassette, RC-5.0FSN1Q-QCB40X3P0234 Receiver, Hitachi indoor, Ceiling cassette, RC-5.0FSN1Q-QCB40X3P0234 4th Floor Electronic Expansion Valve, Hitachi indoor Ceiling cassette, RC-2.0FSN1Q-QCB34X2Q0003 Drain pump, Hitachi indoor Ceiling cassette, RC-2.0FSN1Q-QCB34X2Q0003 Sensor, Hitachi indoor Ceiling cassette, RC-2.0FSN1Q-QCB34X2Q0003 Electronic Expansion Valve, Hitachi indoor, Ceiling cassette, RC-2.0FSN1Q-QCB34X2Q0005 Drain pump, Hitachi indoor, Ceiling cassette, RC-2.0FSN1Q-QCB34X2Q0005 Sensor, Hitachi indoor, Ceiling cassette, RC-2.0FSN1Q-QCB34X2Q0005 Leak testing, Hitachi outdoor, Outdoor, N/A-N/A Reprocessing, Hitachi system, N/A, N/A-N/A Reprogramming, Hitachi system , N/A, N/A-N/A DPOS BUILDING				

MA. JOSEFINA G. BELMONTE
City Mayor

MARIA MAGALITA DOMIERO 11/23/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : 110. 212M-11- 11/23/23

Approved Budget for the Contract : 2,447,500.00



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TIN Number :007-185-546-000
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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	Ground Floor · Indoor board, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0008 · Electronic Expansion Valve, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0008 · Drain pump, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0008 · Indoor board, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0008,94M00145 · Electronic Expansion Valve, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0008,94M00145 · Drain pump, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0008,94M00145 · Leak testing, Hitachi outdoor, Outdoor, N/A-N/A · Reprocessing, Hitachi system, N/A, N/A-N/A · Reprogramming, Hitachi system, N/A, N/A-N/A 2nd Floor · Indoor board, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0017 · Fan motor, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB36XAN0017 · Conventional compressor, Hitachi outdoor, N/A, RAM-10MQ-1700041, RAM-10MQ-1700040 · Leak testing, Hitachi system, N/A, RAM-10MQ-1700041, RAM-10MQ-1700040 · Reprocessing, Hitachi system, N/A, RAM-10MQ-1700041, RAM-10MQ-1700040				

MA. JOSEFINA G. BELMONTE
City Mayor

MARIA MAGDALENA ROMERO 11/20/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

OBR : **M-23A-11-11511**

Approved Budget for the Contract : 2,447,500.00



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Stock No.	Item	Unit of Issue	QTY	Unit Cost	Amount
	<p>Reprogramming, Hitachi system, N/A, RAM-10MQ-1700041, RAM-10MQ-1700040 3rd Floor</p> <p>Drain pump, Hitachi indoor, Ceiling cassette, RC-2.5FSN1Q-QCB28X6N0108</p> <p>(With Attached Terms of Reference which will form an integral part of this Purchase Order)</p> <p>***** Nothing Follows *****</p>				

Total Amount: 2,446,418.70

Total Amount In Words (Pesos): Two Million Four Hundred Forty-Six Thousand Four Hundred Eighteen Pesos And 70/100 Only

MA. JOSEFINA G. BELMONTE
City Mayor



MARIA MAGDALENA ROMERO 11/23/23
Signature Over Printed Name of Supplier / Date

Funds Available:

RUBY G. MANANGU
City Accountant

Approved Budget for the Contract : 2,447,500.00

OBR : 110-2129-12 11832

TERMS AND CONDITIONS

1. ALL PRICES INDICATED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF RECEIPT.
2. AWARDEE shall be responsible for the source(s) of its supplies/materials/equipment and shall make deliveries in accordance with the schedule, quality and specification of the award and purchase order. Failure by the AWARDEE to comply with the same shall be a ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the ALTERNATE AWARDEE.
3. AWARDEE shall pick up purchase order(s) issued in its favor within three (3) days after receipt of notice to that effect. A telephone call, fax transmission or electronic mail (e-mail) shall constitute an official notice to the AWARDEE. Thereafter, if the purchase order(s) remains unclaimed, the said purchase order(s) shall be sent by mailing or courier, messengerial service to the AWARDEE. To avoid delay in the delivery of the requesting end-user's requirement, all DEFAULTING AWARDEES shall be precluded from proposing or submitting a substitute sample.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the delivery period may be extended a maximum of fifteen (15) calendar days under liquidated damages to make good the delivery. Thereafter, if AWARDEE has not completed the
5. delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance, withdrawn from that AWARDEE. The BAC-Goods and Services shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for its disqualification from future bids of the same items, without prejudice to the imposition of other sanction as prescribed under RA 9184 and its RIRR.
6. When the supplier fails to satisfactorily deliver goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/services scheduled for delivery for everyday of delay until such goods/services are finally delivered and accepted by the procuring entity concerned.
7. Rejected deliveries shall be construed as non-delivery of product(s)/item(s) so ordered and shall be subject to liquidated damages, subject to the terms and conditions prescribed under paragraph 4 hereof.
8. Supplier shall guarantee its deliveries to be free from defects. Any defective item(s)/product(s), therefore that maybe discovered by the **Quezon City Government** within three (3) months after acceptance of the same, shall be replaced by the supplier within seven (7) calendar days upon receipt of a written notice to that effect.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. As a pre-condition to payment, IMPORTANT DOCUMENTS specifically showing the condition and serial numbers of the imported equipment purchased should be submitted by the supplier to the **Quezon City Government**.
11. All transactions are subject to applicable withholding taxes in accordance with existing BIR rules and regulations.
12. Supplier shall furnish the End-user through the City General Services Department stockroom, the articles, described above;
13. The **Quezon City Government** reserves the right to accept or reject delivered articles if found not in conformity to the specifications, terms and conditions stipulated.
14. Provisions contained in Title VI, Book IV of the Civil Code of the Philippines on Sales are hereby incorporated and made as an Integral part hereof.
15. This contract shall also serve as **Notice to Proceed**, to take effect on NOV 23 2023 and to expire on - DEC 31 2023.

CONFORME:

MARIA MAGALINDA ROMERO
SIGNATURE OVER PRINTED NAME

AUTHORIZED REPRESENTATIVE
IN THE CAPACITY OF

12/23
DATE

Duly authorized to sign this Purchase Order for and on behalf of ASTRAM MARKETING & GEN. CONTRACTOR INC.
COMPANY NAME

SUBSCRIBED AND SWORN to before me this ____ day of _____, _____ at _____, Philippines. Affiant personally known to me and were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiants exhibited to me his/her _____ with his/her photograph and signature appearing thereon with No. _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

***This Purchase Order shall be deemed invalid without Notary Seal (for project amounting to Php2,500,000.00 and above only)